

Quality Assurance/ Quality Control Plan and Field Procedures Manual

Sunoco Partners Marcus Hook Industrial Complex and Philadelphia
Energy Solutions (PES) Philadelphia Refinery Complex



Evergreen Resources Management Operations
May 20, 2016

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A	Evergreen Field Procedures Manual
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1.0 INTRODUCTION

This Quality Assurance/Quality Control Plan and Field Procedures Manual (QA/QC Plan) outlines the procedures developed to ensure the collection and analysis of quality data for investigations completed under the United States Environmental Protection Agency (USEPA) Resource Conservation and Recovery Act (RCRA), Pennsylvania Department of Environmental Protection (PADEP) Act 2, and Pennsylvania and Delaware's Tank programs at the Sunoco Partners Marketing and Terminals, LP (Sunoco Partners) Marcus Hook Industrial Complex (MHIC) and the Philadelphia Energy Solutions Refining and Marketing, LLC (PES) Philadelphia Refinery Complex (PRC) on behalf of Evergreen Resources Management Operations (Evergreen). This document shall be used in conjunction with the site-specific work plans developed for each site and Standard Operating Procedures (SOPs) for field work as incorporated as Appendix A of this QA/QC Plan.

The QA/QC Plan is a planning document that provides a "blueprint" for obtaining the type and quality of data needed to support environmental decision making. The QA/QC Plan integrates relevant technical and quality aspects of a project and documents quality assurance and quality control.

The selection criteria and evaluation specified in this document will be used for validating the data in accordance with the USEPA Guidance on Environmental Data Verification and Data Validation (USEPA 240-R-02-004), dated November 2002 (EPA QA/G-8), USEPA Contract Laboratory Program National Functional Guidelines (NFGs) for Superfund Organic Methods Data Review (USEPA 540-R-08-01), dated June 2008 (SOM02.2) and USEPA Contract Laboratory Program National Functional Guidelines for Inorganic Superfund Data Review (USEPA 540-R-10-011), dated January 2010 (ISM02.2). Qualifiers assigned to the data will be consistent with the data qualifiers specified in the NFGs and the USEPA Guidance for Labeling Externally Validated Laboratory Analytical Data for Superfund Use (USEPA 540-R-08-01), collectively referred to herein as validation guidance.

2.0 QUALITY CONTROL REQUIREMENTS

The field and laboratory QC requirements for the characterization and remediation activities are discussed in the following subsections. Specific QC checks and acceptance criteria are provided in the referenced analytical methods.

2.1 Field Sampling Quality Control

The field QC requirements include analyzing reference standards for field instrument calibration and for routine calibration verifications. All initial and continuing calibration procedures will be implemented by trained personnel following the manufacturer's instructions to ensure the equipment is functioning within the specified tolerances. The calibration and maintenance history of the project-specific field instrumentation will be maintained in an active field logbook.

Field QC samples for this project include field duplicate samples to assess the overall precision of the sampling and analysis event, equipment rinse blanks to ensure proper cleaning of non-dedicated equipment is conducted between samples to avoid potential cross contamination (also generally referred to as field blanks), and trip blank samples to monitor cross contamination of water samples by volatile organic compounds (VOCs) during sample transport.

The frequency of collection of equipment rinse blanks will be one per sampling event. Field duplicate samples will only be prepared for groundwater samples, not for soil sampling events, at a collection frequency of 1 in 20 samples. One trip blank will be included for every shipment of samples to an analytical laboratory, at a minimum frequency of one trip blank per sample shipment which contains samples for VOCs analyses.

2.2 Analytical Quality Control

The laboratory QC requirements for the analyses may include evaluating chemical/thermal preservation, holding times, handling requirements, method blanks, instrument performance checks, initial calibration standards, calibration verification standards, internal standards, surrogate compound spikes, interference check samples, serial dilution samples, matrix spike/matrix spike duplicate (MS/MSD) samples, and laboratory control samples (LCS). The

acceptance criteria for the above identified requirements will be generated by the laboratory and included in the laboratory reports, along with the other laboratory QC requirements.

3.0 DATA VERIFICATION, VALIDATION, AND USABILITY

All field and laboratory data will be reviewed, verified, and/or validated. These terms are defined as follows:

- Data review is the in-house examination to ensure that the data have been recorded, transmitted, and processed correctly.
- Data verification is the process for evaluating the completeness, correctness, and conformance/compliance of a specific data set against the method, procedural, and/or contractual requirements.
- Data validation is an analyte-specific and sample-specific process that extends the evaluation of data beyond method, procedure, or contractual compliance (i.e., data verification) to determine the quality of a specific data set relative to the end use.

Field data and logbooks will be reviewed to ensure that the requirements of the sampling program, including the number of samples and locations, sampling, and sample handling procedures, were fulfilled.

Data verification, validation, and usability assessments performed on a percentage of lab packages to ensure that the data are scientifically defensible, properly documented, of known quality, and meet the project objectives, are described in the following sections. Data determined to be unusable may require corrective action be taken. Data use limitations will be identified in the data validation and usability assessment (VUA) report, which will be generated as required for characterization or final reporting to the agencies.

3.1 Data Review, Verification, and Validation Requirements

Data review, verification, and validation of the analytical data will be performed by each consultant completing the field activities. The exception to this scenario will be Aquaterra Technologies, Inc. (Aquaterra), in which case Aquaterra will review/verify the data and the consultant company working with Aquaterra will subsequently validate the samples.

Field information will be reviewed to ensure that all field measurements were conducted in accordance with the requirements of the site-specific work plan and this QA/QC Plan including applicable SOPs. Field measurements obtained using procedures inconsistent with the

requirements of these documents will be evaluated and may require that additional samples are collected or the use of the data be restricted.

Stage 1 Verification and Validation Checks

One hundred percent of the sample results will go through a Stage 1 verification and validation. As part of the data management process, each consultant will complete verification and validation based on the validation guidance. Data verification and validation will consist of the following items based on the guidance stated.

Stage 1 verification and validation of the laboratory analytical data package consists of checks for the compliance of sample receipt conditions, sample characteristics (e.g., percent moisture), and analytical results (with associated information). It is recommended that the following minimum baseline checks (as relevant) be performed on the laboratory analytical data package received for a Stage 1 validation label:

1. Documentation identifies the laboratory receiving and conducting analyses, and includes documentation for all samples submitted by the project or requester for analyses.
2. Requested analytical methods were performed and the analysis dates are present.
3. Requested target analyte results are reported along with the original laboratory data qualifiers and data qualifier definitions for each reported result.
4. Requested target analyte result units are reported.
5. Requested reporting limits for all samples are present and results at and below the requested (required) reporting limits are clearly identified (including sample detection limits if required).
6. Sampling dates (including times if needed), date and time of laboratory receipt of samples, and sample conditions upon receipt at the laboratory (including preservation, pH and temperature) are documented.
7. Sample results are evaluated by comparing sample conditions upon receipt at the laboratory (e.g., preservation checks) and sample characteristics (e.g., percent moisture) to the validation guidance.

Stage 2 Verification and Validation Checks

A minimum of 10 percent of the samples will be flagged for VUA. When a laboratory work order is selected, the entire work order will undergo Stage 2 validation. Laboratory work orders or sample delivery groups (SDGs) that are selected for VUA will undergo validation based on the NFGs.

The selection of samples that will undergo VUA process is designed to meet the needs of the site investigation, characterization, remediation, and closure programs, such as tank closures.

Sampling that falls outside these programs will not undergo the VUA process. This includes samples that are collected for permit compliance, such as RCRA and effluent wastewater, as well as product samples, onsite soil reuse samples, and waste characterization samples.

Ten percent of samples will be selected based on the following additional conditions:

1. Sample package selected will contain a field duplicate sample.
2. Sample package selected will contain an equipment rinse blank.
3. Sample package selected will be representative of the contracted analytical laboratories, sample media, parameters, time, and project goals.

QC samples that are collected in the field will provide the best information for completing the VUA reports. The conditions for selection of samples are designed to provide the most useful information regarding sample analysis. Therefore, field duplicate samples have been identified as a priority condition. However, field duplicate samples will only be prepared for groundwater samples, not for soil sampling events. This is due to the known, inherent heterogeneity of soil at the sites. For program efficiency, entire SDGs will be selected for submission in the VUA process. Individual samples should not be selected and processed unless there is an overriding reason to do so, such as a point of compliance sample result that when compared to the historic data set appears to be anomalous.

Stage 2 data validation includes a review of the following QC data deliverables:

1. Technical holding times
2. Method blanks
3. Surrogate spikes
4. MS/MSD results
5. LCS results
6. Field duplicates

7. Trip and equipment rinse blank samples

Stage 2B Verification and Validation Checks

Stage 2B verification and validation will be completed on inorganic analytical data and will contain the following (in addition to Stage 1 verification):

1. Requested methods (handling, preparation, cleanup, and analytical) are performed.
2. Method dates (including dates, times and duration of analysis for radiation counting measurements and other methods, if needed) for handling (e.g., Toxicity Characteristic Leaching Procedure), preparation, cleanup and analysis are present, as appropriate.
3. Sample-related QC data and QC acceptance criteria (e.g., method blanks, surrogate recoveries, deuterated monitoring compounds (DMC) recoveries, laboratory control sample (LCS) recoveries, duplicate analyses, matrix spike and matrix spike duplicate recoveries, serial dilutions, post digestion spikes, standard reference materials) are provided and linked to the reported field samples (including the field quality control samples such as trip and equipment blanks).
4. Requested spike analytes or compounds (e.g., surrogate, DMCs, LCS spikes, post digestion spikes) have been added, as appropriate.
5. Sample holding times (from sampling date to preparation and preparation to analysis) are evaluated.
6. Frequency of QC samples is checked for appropriateness (e.g., one LCS per twenty samples in a preparation batch).
7. Sample results are evaluated by comparing holding times and sample-related QC data to the requirements in the data validation guidance.
8. Initial calibration data (e.g., initial calibration standards, initial calibration verification [ICV] standards, initial calibration blanks [ICBs]) are provided for all requested analytes and linked to field samples reported. For each initial calibration, the calibration type used is present along with the initial calibration equation used including any weighting factor(s) applied and the associated correlation coefficients, as appropriate.
Recalculations of the standard concentrations using the initial calibration curve are present, along with their associated percent recoveries, as appropriate (e.g., if required by the project, method, or contract). For the ICV standard, the associated percent recovery (or percent difference, as appropriate) is present.
9. Appropriate number and concentration of initial calibration standards are present.

10. Continuing calibration data (e.g., continuing calibration verification [CCV] standards and continuing calibration blanks [CCBs]) are provided for all requested analytes and linked to field samples reported, as appropriate. For the CCV standard(s), the associated percent recoveries (or percent differences, as appropriate) are present.
11. Reported samples are bracketed by CCV standards and CCBs standards as appropriate.
12. Method specific instrument performance checks are present as appropriate (e.g., tunes for mass spectrometry methods, DDT/Endrin breakdown checks for pesticides and aroclors, instrument blanks and interference checks for ICP methods).
13. Frequency of instrument QC samples is checked for appropriateness (e.g., gas chromatography-mass spectroscopy [GC-MS] tunes have been run every 12 hours).
14. Sample results are evaluated by comparing instrument-related QC data to the requirements in the data validation guidance.

Stage 3 Verification and Validation Checks

Stage 3 verification and validation will be completed on organic analytical data and will contain the following (in addition to Stage 2B):

1. Instrument response data (e.g., GC peak areas, ICP corrected intensities) are reported for requested analytes, surrogates, internal standards, and DMCs for all requested field samples, matrix spikes, matrix spike duplicates, LCS, and method blanks as well as calibration data and instrument QC checks (e.g., tunes, DDT/Endrin breakdowns, interelement correction factors, and Florisil cartridge checks).
2. Reported target analyte instrument responses are associated with appropriate internal standard analyte(s) for each (or selected) analyte(s) (for methods using internal standard for calibration).
3. Fit and appropriateness of the initial calibration curve used or required (e.g., mean calibration factor, regression analysis [linear or non-linear, with or without weighting factors, with or without forcing]) is checked with recalculation of the initial calibration curve for each (or selected) analyte(s) from the instrument response.
4. Comparison of instrument response to the minimum response requirements for each (or selected) analyte(s).
5. Recalculation of each (or selected) opening and closing CCV (and CCB) response from the peak data reported for each (or selected) analyte(s) from the instrument response, as appropriate.

6. Compliance check of recalculated opening and/or closing CCV (and CCB) response to recalculated initial calibration response for each (or selected) analyte(s).
7. Recalculation of percent ratios for each (or selected) tune from the instrument response, as appropriate.
8. Compliance check of recalculated percent ratio for each (or selected) tune from the instrument response.
9. Recalculation of each (or selected) instrument performance check (e.g., DDT/Endrin breakdown for pesticide analysis, instrument blanks, interference checks) from the instrument response.
10. Recalculation and compliance check of retention time windows (for chromatographic methods) for each (or selected) analyte(s) from the laboratory reported retention times.
11. Recalculation of reported results for each reported (or selected) target analyte(s) from the instrument response.
12. Recalculation of each (or selected) reported spike recovery (surrogate recoveries, DMC recoveries, LCS recoveries, duplicate analyses, matrix spike and matrix spike duplicate recoveries, serial dilutions, post digestion spikes, standard reference materials etc.) from the instrument response.
13. Each (or selected) sample result(s) and spike recovery(ies) are evaluated by comparing the recalculated numbers to the laboratory reported numbers according to the requirements in the data validation guidance.

Stage 4 Verification and Validation Checks

Additional data validation may be completed for selected sites and/or sampling events, up to EPA Level 4 data review, which will require a laboratory data package inclusive of raw data. Stage 4 verification and validation includes all of the elements of the previous stages of validation and the following:

1. Evaluation of instrument performance checks (GC/MS)
2. Initial and continuing calibration checks (organic and inorganic analyses)
3. Review of internal standards (GC/MS)
4. Instrument blanks (inorganics)
5. Interference check samples (metals)
6. Recalculations of sample results and reporting limits

3.2 Validation Codes

Consultant specific validation codes will be added to the database. This will allow quick identification of the consultant that has performed the verification and/or VUA. Stantec may append additional codes for data management purposes to the codes provided in dt_result table approval_code field. Valid codes are as follows:

Langan:

- LAN1 – Historical data collected by Langan Level 1 Validation (Verification)
- LAN-VER – Langan performed verification
- LAN-USB – Langan performed usability

GHD:

- GHD-VER – GHD performed verification
- GHD-USB – GHD performed usability

Stantec:

- STN-VER – Stantec performed verification
- STN-USB – Stantec performed usability

This methodology creates a means for consultants to perform verification and usability on data collected by another consultant.

3.3 Data Updates in the Electronic Data Deliverables

All consultants will request EQuIS 4 file format Electronic Data Deliverables (EDDs) for data management from the analytical laboratories. In order to facilitate the data updates in the database, the following methodology will be used.

1. The consultant chemist / chemist team will open the .RES file for the EDD that has been selected to be validated for usability. The file can be opened using Excel, Access, Notepad, or similar tool. Although, it is a best practice to open the file in a way to preserve the textual nature of the EDD, it is not necessary.
2. The chemist will use the result_comment field in the .RES file to enter the qualifiers associated with the record and add a semicolon as a delimiter (;) followed by the reason code for the qualification.

3. The .RES file is to be saved with a .USB extension at the end of the file. This file is to be separate from the original .RES file provided and should not be used to over write the original .RES file that was sent with the EDD. This will result in the laboratory work order undergoing VUA having five files instead of four for the EDD. For example:
 - 1234.SMP
 - 1234.TST
 - 1234.BCH
 - 1234.RES
 - 1234.RES.USB
4. Stantec will use the fifth file to update the database with the appropriate qualifiers and codes in validator_qualifiers and approval_a through approval_d fields in dt_result table in the database.
5. Stantec will also change the validated y/n field in dt_result table in the database for the particular EDD.

3.4 Validation Qualifiers

The following qualifiers should be used during the validation/usability process. These are based on the NFGs, validation guidance, and commonly used qualifiers.

Data Qualifiers and Definitions

- | | |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| U | The analyte was analyzed for, but was not detected above the level of the reported sample quantitation limit. |
| J | The result is an estimated quantity. The associated numerical value is the approximate concentration of the analyte in the sample. |
| J+ | The result is an estimated quantity. The associated numerical value is the approximate concentration of the analyte in the sample, potentially biased high. |
| J- | The result is an estimated quantity. The associated numerical value is the approximate concentration of the analyte in the sample, potentially biased low. |
| UJ | The analyte was analyzed for, but was not detected. The reported quantitation limit is approximate and may be inaccurate or imprecise. |
| NJ | The analyte has been "tentatively identified" or "presumptively identified" as present and the associated numerical value is the estimated concentration in the sample. |

- R The data are unusable. The sample results are rejected due to serious deficiencies in meeting QC criteria. The analyte may or may not be present in the sample.
- B The analyte was detected in the method, field, and/or trip blank. This qualifier is not pursuant to the NFGs.

If additional qualifiers are required, please forward the suggestions to the Stantec Data Management Team and they will be added to the list of approved codes.

Submitting Data and Validation Codes for Inclusion in the Database

EDDs will be submitted to the database using the SharePoint portal intake forms. The appropriate qualifiers and codes that have been added to the result_comment field in the .RES.USB file will be included in the submission.

Reason Codes

Following is a list of reason codes available for validation. If additional codes are required, please forward the suggestions to the Stantec Data Management Team and they will be added to the list of approved codes.

Reason Code	Reason Description
General Use	
EC	Result exceeds the calibration range.
HT	Holding time requirement was not met
MB	Method blank or preparation blank contamination
LCS	Laboratory control sample evaluation criteria not met
FB	Field blank contamination
RB	Rinsate blank contamination
SQL	The analysis meets all qualitative identification criteria, but the measured concentration is less than the reporting limit.
FD	Field duplicate evaluation criteria not met
TvP	Total to Partial criteria not met
RL	Reporting limit exceeds decision criteria (for non-detects)
Inorganic Methods	
ICV	Initial calibration verification evaluation criteria not met
CCV	Continuing calibration verification evaluation criteria not met
CCB	Continuing calibration blank contamination
PB	Preparation Blank
ICS	Interference check sample evaluation criteria not met
D	Laboratory duplicate or spike duplicate precision evaluation criteria not met
MS	Matrix spike recovery outside acceptance range
PDS	Post-digestion spike recovery outside acceptance range
MSA	Method of standard additions correction coefficient ≥ 0.995
DL	Serial dilution results did not meet evaluation criteria
Organic Methods	
TUNE	Instrument performance (tuning) criteria not met
ICAL	Initial calibration evaluation criteria not met
CCAL	Continuing calibration evaluation criteria not met
SUR	Surrogate recovery outside acceptance range
MS/SD	Matrix spike/matrix spike duplicate precision criteria not met
MS	Matrix spike recovery outside acceptance range
IS	Internal standard evaluation criteria not met
LM	The PFK lock mass SICPs indicate that ion suppression evident
ID	Target compound identification criteria not met
Results Reported for Analytes Analyzed Multiple Times	
NSR	Not selected for reporting because the result was qualified as unusable
NSDL	Not selected for reporting because diluted result was selected for reporting
NSQ	Not selected for reporting because result was lesser quality based on data validation
NSO	Not selected for reporting because of other reason
Bias Codes	
H	Bias in sample result likely to be high
L	Bias in sample result likely to be low
I	Bias in sample result is indeterminate

3.4 Verification and Validation Summary

Verification of sample collection procedures will consist of reviewing sample collection documentation for compliance with the requirements of the site-specific work plan and this QA/QC Plan. If alternate sampling procedures were used, the acceptability of the procedure will be evaluated to determine the effect on the usability of the data. Data usability will not be affected if the procedure used is determined to be an acceptable alternative that fulfills the measurement performance criteria in this QA/QC Plan.

The results of the data verification and validation procedure will identify data that do not meet the measurement performance criteria of this QA/QC Plan. Data verification and validation will determine whether the data are acceptable, of limited usability (qualified as estimated), or rejected. Data qualified as estimated will be reviewed and a discussion of the usability of estimated data will be included in the VUA report.

Data determined to be unusable may require corrective action to be taken. Potential types of corrective action may include resampling by the field team or reanalysis of samples by the laboratory. The corrective actions taken are dependent upon the ability to mobilize the field team and whether or not the data are critical for project data quality objectives to be achieved. Data use limitations will be identified in VUA report, which will be generated as required for characterization or final reporting to the agencies. Each consultant will be responsible for their own VUA reports.

Revision History

Revision	Description	Prepared By	Date
1.0	Initial creation of document as SOP for VUA	Stantec (Gus Sukkurwala/Jennifer Menges/Andrew Bradley)	5/31/2015
2.0	Incorporation into QA/QC Plan	GHD (Colleen Costello)	3/21/2016
3.0	Inclusion of Field Procedures. Edits from Langan (Emily Strake & Kevin McKeever)	Stantec (Jennifer Menges)	5/13/2016

APPENDIX A EVERGREEN FIELD PROCEDURES MANUAL

Evergreen Field Procedures Manual

Sunoco Partners Marcus Hook Industrial Complex
and Philadelphia Energy Solutions (PES)
Philadelphia Refinery Complex



Evergreen Resources Management Operations

May 20, 2016

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1.0 INTRODUCTION

This Field Procedures Manual outlines the standard operating procedures developed to ensure the collection and analysis of quality data for investigations completed under the United States Environmental Protection Agency (USEPA) Resource Conservation and Recovery Act (RCRA) program, Pennsylvania Department of Environmental Protection (PADEP) Act 2 program and Pennsylvania and Delaware's Tank programs at the Sunoco Partners Marketing and Terminals, LP (Sunoco Partners) Marcus Hook Industrial Complex (MHIC) and the Philadelphia Energy Solutions Refining and Marketing, LLC (PES) Philadelphia Refinery Complex (PRC) on behalf of Evergreen Resources Management Operations (Evergreen). The MHIC and PRC are herein referred to as facility or site.

Evergreen's consultants collect data in pursuit of site characterization and remediation that will meet the expectations of the appropriate regulatory agencies. This document shall be used in conjunction with the site-specific work plans developed for each site and the QA/QC Plan of which this manual was incorporated as Appendix A.

1.1 *Training Qualifications*

All field personnel involved in field work at MHIC and the PRC shall have completed and where applicable, be current with OSHA 40-hour HAZWOPER training, annual OSHA 8-hour HAZWOPER refresher, Process Safety Management (PSM) training, site-specific safety module training for current facility badges (including fire watch and hole watch, if required), TWIC Card, annual drug screening, and annual respirator fit testing. All field personnel new to the facility should be provided with onsite health and safety (H&S) orientation by an experienced member of the project team. The onsite orientation should include review of the facility's emergency action plan and training on Evergreen and site-specific H&S requirements. Appropriately qualified personnel should perform field work, based on the work scope and experience level required by the task to be executed.

1.2 *Health and Safety Requirements*

All consultants performing work at the referenced sites on behalf of Evergreen shall comply with the Evergreen Resources Management Operations Health and Safety Requirements dated June 1, 2014. This includes contractors, sub-contractors, and third party companies performing

work for Evergreen at MHIC and the PES PRC. Each consultant must also have their own site-specific health and safety plan (HASP) submitted to and approved by Evergreen prior to performing any work. A site-specific HASP must be reviewed and signed by all field personnel prior to commencement of field activities.

1.3 PPE Requirements

The minimum standard PPE at the facilities includes fire resistant clothing (FRC; coveralls may be Nomex or other FRC, 6 ounce minimum, orange in color) with the name of the company displayed on the back of the garment, hard hat, sturdy safety-toe boots, safety glasses, long-gauntlet leather gloves, and personal H₂S monitors. Nitrile gloves for chemical protection and hearing protection may also be required depending on the location and type of work. Workers are to be trained on these PPE requirements before being permitted onsite. An appropriate respirator may be required if site-specific air monitoring action levels are met, in accordance with the site-specific HASP. If a worker has a particular sensitivity or concern, a respirator may be worn regardless of OSHA action levels. During winter weather conditions, slip prevention footwear such as crampons or overshoes should be worn for traction. Task-specific PPE will be further identified in following sections.

1.4 Site Controls

Safety cones and/or caution tape should be used in high traffic areas. The "Buddy System" may also be employed in high traffic areas, in areas where other contractors are working, and in remote areas. Additional task-specific site controls will be detailed in following sections.

1.5 Equipment and Decontamination

Numerous practices are employed throughout the processes of site investigation and sampling to assure the integrity of the resulting data. The risk in use of non-dedicated equipment at multiple sampling locations lies in the potential for cross-contamination. While the threat of cross-contamination is always present, it can be minimized through the implementation of a consistent decontamination program during sensitive site measurement and data collection activities.

All site equipment to be used in multiple locations (non-dedicated) for sampling of soil, sediment, and/or groundwater will be decontaminated immediately prior to initial use and between uses at each location according to the following steps:

- Remove particulates with a sorbent pad or towel and/or initial rinse with clean potable tap water;
- Wash equipment with clean sponge, soft cloth, or scrub brush as necessary in a solution of tap water/laboratory grade detergent (Alconox[®], Liquinox[®], or equivalent);
- Rinse with tap water;
- Rinse with deionized or distilled water; and
- Air dry for as long as possible.

Rinse water generated during decontamination procedures will be treated onsite by passing the water through a bucket or tube filled with activated carbon prior to discharge to the ground surface. Additional decontamination procedures may be appropriate depending on the task, and will be identified in the following sections, as applicable.

1.6 Documentation

All site activities and conditions for characterization activities should be recorded by field personnel in a field computer (e.g., YUMA) using the EQUIS Data Gathering Engine (EDGE) application, or if necessary, a field book may be used. The entry shall include at a minimum, the date, time, weather conditions, location, personnel present onsite, field readings, sampling methodology, as well as additional comments or observations. Task specific observations which should also be recorded will be identified in the following applicable sections.

2.0 LIQUID LEVEL ACQUISITION (WELL GAUGING) PROCEDURES

2.1 *Potential Hazards*

Traffic, pinch points, chemical (airborne and physical contact), and biological are all likely hazards to be encountered as well as slip/trip/fall potential during onsite well gauging activities. Additional hazards may be mentioned in the site-specific HASP and/or the daily job safety analysis (JSA).

2.2 *Materials and Equipment Necessary for Task Completion*

Optical oil/water interface probe with a graduated measuring tape to 0.01 foot accuracy, decontamination supplies (laboratory-grade detergent, deionized or distilled water, appropriate containers, scrub brush, and sorbent pads or paper towels), socket set, flathead screwdriver (or pry bar or manhole cover lifter), clear bailers with string for confirmation of light non-aqueous phase liquids (LNAPL), if necessary, and air monitoring instruments (optional, based on previous site visits).

2.3 *Methodology*

This task involves the deployment of an optical oil/water interface probe with a graduated measuring tape to 0.01 foot accuracy into a well (in most cases), recording the measurement, and decontaminating the probe. The recorded field measurements may then be utilized for one of several applications including: well sampling, water table gradient mapping, LNAPL occurrence, LNAPL thickness, and/or gradient mapping, and various testing procedures. Wells should be gauged in order of least to most contaminated, based on existing sampling data or LNAPL occurrence, to minimize the potential for cross-contamination between wells. If LNAPL is detected in a well that does not typically have LNAPL, it should be confirmed with a clear bailer.

The proper procedure for liquid level acquisition is as follows:

- 1) Decontaminate the optical oil/water interface probe with a graduated measuring tape to 0.01 foot accuracy prior to initial deployment, and again after each well measurement to prevent cross-contamination between wells.

- 2) If warranted, mark off a work area surrounding the well(s) to be gauged with safety cones and/or caution tape in order to protect personnel from auto traffic; the "Buddy System" may also be employed.
- 3) Where applicable, lift the manhole cover off of the well head (a screwdriver, pry bar, or manhole cover lifter may be used to lift the cover depending on the size of the manhole) or open protective well casing (stickup) and remove the well plug, if present.
- 4) Most wells should contain a mark or notch in the top edge of the casing from which normalized readings are to be measured (reference point elevation). Slowly lower the optical oil/water interface probe with a graduated measuring tape to 0.01 foot accuracy into the well until the instrument signals contact with liquid. Note whether or not the instrument's tone is indicative of the presence of free-phase LNAPL (commonly a solid tone), or water (commonly an oscillating or beeping tone). If LNAPL is present, record the depth at which LNAPL was first indicated to the nearest hundredth of a foot, as measured from the top of well casing mark/notch. Slowly lower the probe through the LNAPL until the instrument's tone changes to indicate the presence of water. Record the depth at which water was first indicated to the nearest hundredth of a foot. A clear bailer may be used to verify the existence or approximate amount and appearance of LNAPL. If no LNAPL is apparent, record the depth to water.
- 5) Retract the probe from the well and secure the well appropriately.
- 6) Note the date and time of measurement for gauging and record all measurements and observations in the field computer or, if necessary, in a field book for subsequent electronic data entry.
- 7) Decontaminate the probe in accordance with the decontamination procedure outlined in Section 1.5.
- 8) Clean up the work area, remove gauging equipment, and remove any traffic control devices.

3.0 GROUNDWATER MONITORING PROCEDURES

3.1 *Potential Hazards*

Traffic, pinch points, chemical (airborne and physical contact), and biological are all likely hazards to be encountered as well as slip/trip/fall potential during onsite well gauging activities. Additional hazards may be mentioned in the site-specific HASP and/or the daily JSA.

3.2 *Materials and Equipment Necessary for Task Completion*

A list of equipment required to access, gauge, purge, and sample site monitoring wells is presented below. Also listed are materials necessary to store, label, preserve, and transport groundwater samples.

- Current site map detailing well locations;
- Field book and/or field computer for recording site data;
- Graduated, optical oil/water interface probe;
- Keys and tools to provide well access;
- Appropriate, laboratory prepared sample containers and labels;
- Appropriate well purging apparatus as determined by volume of groundwater to be purged and compounds to be analyzed;
- Water quality meter for monitoring indicator field parameters (DO, pH, specific conductance, redox potential, and turbidity if available);
- Dedicated polyethylene bottom-loading bailer or well pump and disposable tubing for groundwater sample collection;
- Clean nylon or polypropylene bailer cord;
- Disposable nitrile sampling gloves;
- Decontamination supplies;
- Calibrated five-gallon bucket and watch or stopwatch to determine discharge rate during purging;
- Blank chain-of-custody forms; and

- Cooler(s) and ice for sample preservation.

3.3 *Methodology for Three Well Volume Sampling*

Prior to site visitation for the groundwater sampling event, the following data will be reviewed to ensure proper preparation for field activities:

- Most recent liquid level data from all wells;
- Most recent analytical data from all wells to determine gauging and sampling sequence; and
- Well construction characteristics.

Each monitoring well to be sampled will be gauged to obtain liquid level data immediately prior to initiation of the sampling process (refer to well gauging procedures above). Liquid level data should be recorded in a field computer or if necessary, a field book. Should free-phase LNAPL be detected by the gauging process, routine groundwater sampling will not be conducted at that location. If groundwater sampling under LNAPL is warranted, refer to the sub-LNAPL sampling section and methodology in Section 3.6.

Groundwater sampling will be initiated by purging from the well a minimum of three well volumes, except in cases where the well is pumped dry, as referenced below. Well purging is performed to remove stagnant water and to draw representative water from the aquifer into the well for subsequent sampling and analysis. In extreme cases where a well is pumped dry and/or shows little recharge capacity, the well should be evacuated once prior to sampling. Wellbore storage volume should be estimated using as-built information stored in the field computer or as indicated on the well log, and the depth to water measurement obtained immediately prior to sampling.

Water quality should be monitored and readings recorded in the field computer or field book while purging, typically through use of a multi-parameter water quality meter with a flow through cell or cord for down-well measurements. Water quality readings should be recorded a minimum of three times (pre-purge, during purge, and post-purge/sample collection) or four times (pre-purge and following each well volume). The parameters to be monitored and recorded are

dissolved oxygen, pH, specific conductance, redox potential, temperature, and turbidity if available.

Well purging can be performed with various equipment including: a dedicated bailer for hand bailing low volumes of water; a surface mounted electric centrifugal pump with dedicated polyethylene tubing; and/or submersible pump (particularly when the depth to water is greater than 20 feet) with dedicated polyethylene tubing. During pumping, the intake will be placed directly below the static water surface and slowly lowered during the purging process. This procedure may not be necessary in low-yielding wells but is important in high-yielding, permeable strata where an intake initially placed deep in a well may draw laterally and have little influence in exchanging water from shallower depths within the well bore.

Flow rate during well purging will be approximated by the bucket and stop watch method. The duration of pumping required to remove three well volumes will be calculated directly from this flow rate. All fluids removed during purging will be treated onsite with activated carbon or in accordance with an approved work plan.

The sequence of obtaining groundwater samples will be based upon available historical site data for existing wells and photoionization detector (PID) readings for newly installed wells. Monitoring wells will be sampled in order of those having the lowest to highest concentration of constituents of concern (or PID readings for new wells), based upon the most recent available set of laboratory analyses, to reduce the potential for cross-contamination. For general monitoring events, groundwater samples will not be obtained for analysis from any well containing measurable free product. If groundwater sampling under LNAPL is warranted, refer to the sub-LNAPL sampling section and methodology in Section 3.6.

The following sequence of procedures will be implemented for the collection of groundwater samples from monitoring wells.

- 1) Establish a clean work area where sampling equipment will not come in contact with the ground or any potentially contaminated surfaces.
- 2) Use a dedicated polyethylene sampling bailer for each well.
- 3) Use a clean pair of nitrile gloves.

- 4) Attach an appropriate length of unused, clean nylon or polypropylene cord to the designated sampling bailer.
- 5) Select appropriate laboratory-provided sample containers.
- 6) Slowly lower sampling bailer into well until water surface is encountered; continue to lower the sampling bailer into the standing water column to one foot below the water surface.
- 7) Retrieve bailer at a steady rate to avoid excess agitation.
- 8) Visually inspect bailed sample to ensure that no free product or organic detritus has been collected.
- 9) Uncap first designated sample vial and fill from bailer as rapidly as possible but minimizing agitation; secure septum and lid.
- 10) Inspect sealed sample for entrapped air; if air is present, remove the lid and gently top off sample in vial, seal and inspect. Repeat until no air is apparent.
- 11) Repeat Steps 9 and 10 for the remaining sample vials based on the laboratory and/or regulatory protocol.
- 12) Complete and attach labels to sample containers noting sample collector, date, time, and location of sample; record same data in field computer or field book.
- 13) Place samples in ice-filled cooler in such a manner as to avoid breakage. Samples will be maintained at a temperature of approximately 4°C.
- 14) Dispose of gloves, bailer, and bailer cord as solid waste and move to next sample location.

3.4 *Methodology for Low-Flow Purging and Sampling*

For wells that will be purged and sampled via low-flow methodology, the USEPA Region III Bulletin QAD023: *Procedure for Low-Flow Purging and Sampling of Groundwater Monitoring Wells* will be followed. The following data will be reviewed for each well in order to set the pump intake for the low-flow sampling:

- Soil boring lithologic log;
- Well construction log showing the screened interval;
- Identification of the most permeable zone screened by the well;
- Approximate depth to static water;

- Proposed pump intake setting; and
- Technical rationale for the pump intake setting, preferably across from the most impacted/contaminated subsurface interval.

Adjustable rate, submersible, bladder pumps in conjunction with polyethylene tubing for purging and sampling will be used. An alternate set up could include a stainless steel submersible pump, such as a Hurricane[®] pump or a Monsoon[®] pump with dedicated polyethylene tubing. The tubing diameter will be between 3/16-inch and 1/2-inch inner diameter and the length of the tubing extended outside of the well should be minimized. Flow-through cells will be used to monitor groundwater quality parameters during sampling. Monitoring well information, equipment specifications, water level measurements, parameter readings, and other pertinent information will be recorded during well purging and sampling.

The following sequence of procedures will be implemented for the collection of groundwater samples from monitoring wells by the low-flow methodology.

- 1) PID Screening of Well: A PID measurement may be collected at the rim of the well immediately after the well cap is removed and recorded in the field computer or field book, if historic data is not available.
- 2) Depth to Water Measurement: A depth to water measurement will be collected and recorded. To avoid disturbing accumulated sediment and to prevent the inadvertent mixing of stagnant water, measuring the total depth of the well should be done at the completion of sampling.
- 3) Low Stress Purging Startup: Water pumping will commence at a rate of 100 to 400 milliliters per minute (mL/min). This pumping should cause very little drawdown in the well (less than 0.2-0.3 feet) and the water level should stabilize. Water level measurements are made frequently, and flow rate will be recorded in mL/min on the sampling form or field computer.
- 4) Low Stress Purging and Sampling: The water level and pumping rate will be monitored and recorded every five minutes during purging, and any pumping rate adjustments will be recorded. During the early phase of purging, emphasis will be placed on minimizing and stabilizing pumping stress, and recording any necessary adjustments. Adjustments, when necessary, will be made in the first 15 minutes of purging. If necessary, pumping rates will

be reduced to the minimum capabilities of the pump to avoid well dewatering. If the minimal drawdown exceeds 0.3 feet, but the water level stabilizes above the pump intake setting, purging will continue until indicator field parameters stabilize, as detailed in Step 5 below. If the water level drops below the pump intake setting at the absolute minimum purge rate, the pump will remain in place and the water level will be allowed to recover repeatedly until there will be sufficient water volume in the well to permit the collection of samples.

- 5) Indicator Field Parameter Monitoring: During well purging, indicator field parameters (DO, pH, specific conductance, redox potential, and turbidity if available) will be monitored every five minutes (or less frequently, if appropriate). Purging will be considered complete and sampling can commence when all the indicator field parameters have stabilized. Stabilization will be achieved when three consecutive readings, taken at five minute intervals (or less frequently, if appropriate), are within the following limits:

- DO (± 10 percent);
- turbidity (± 10 percent);
- specific conductance (± 3 percent);
- pH (± 0.1 unit); and
- redox potential ([Eh] ± 10 mv).

Temperature and depth to water will be also monitored during purging. Should any of the parameter-specific components of the water quality meter fail during monitoring, the sampling team will attempt to locate a replacement multi-meter or individual criteria meter. If none are available, the sampling team will continue recording the parameters that are operational, and proceed with the sampling. Any other field observations relating to sample quality, such as odor, foaming, effervescence, and sheens, will also be recorded in the field computer or on the sampling form.

- 6) Collection of Ground Water Samples: Water samples for laboratory analyses will be collected prior to the flow-through cell by either using a bypass assembly or by temporarily disconnecting the flow-through cell. All sample containers will be filled by allowing the pump discharge to flow gently down the inside of the container with minimal turbulence. During purging and sampling, the tubing should remain filled with water in order to minimize possible changes in water chemistry upon contact with the atmosphere. Methods employed to ensure that the outlet tubing will be filled include adjusting the tubing angle upward to

completely fill the tubing and restricting the diameter of the tubing near the outlet of the tubing.

The order in which samples will be collected is as follows:

- Volatile organics;
- Gas sensitive (e.g., Fe^{+2} , CH_4 , $\text{H}_2\text{S}/\text{HS}$);
- Base neutrals or PAHs;
- Total petroleum hydrocarbons;
- Total metals;
- Dissolved metals;
- Cyanide;
- Sulfate and chloride;
- Nitrate and ammonia;
- Preserved inorganic;
- Non-preserved inorganic; and
- Bacteria.

After the appropriate laboratory-provided glassware is filled and labeled, the samples shall be placed in an ice-filled cooler and maintained at approximate 4°C for submittal to the laboratory. Upon completion of sampling at the well, decontaminate non-dedicated equipment in accordance with the decontamination procedure outlined in Section 1.5, and dispose of all dedicated equipment (gloves, tubing, etc.) as solid waste before moving to the next location.

3.5 *Methodology for Passive (No-Purge) Sampling for Groundwater Collection*

There are many passive groundwater sampling devices that allow for accurate sample collection without purging. Each device has specific uses and conditions for which they are more applicable. This methodology presents details for the use of HydraSleeve samplers.

The HydraSleeve is a disposable, single use device for the collection of representative groundwater samples for laboratory analysis of physical and chemical parameters.

HydraSleeves are placed within the screened interval (or other defined interval) of the well and activated after an equilibrium period. When used according to the manufacturer's instruction, the HydraSleeve will collect a groundwater sample without purging, thus causing no drawdown, agitation, or water column mixing. The HydraSleeve collects a sample from the screened interval only, and excludes water (or other fluids) from other parts of the well by use of check valve that seals when the sampler is full. The HydraSleeve takes advantage of the continuous natural movement of groundwater, which produces an equilibrium condition between the water in a well screen and the adjacent formation. HydraSleeves produce reliable data from low yield wells where other sample methods cannot due to well screen dewatering and associated alteration in water chemistry.

The HydraSleeve consists of the following components:

- 1) A long (usually 3 to 5 feet), flexible, lay-flat polyethylene sample sleeve, which is sealed at the bottom, and is equipped with a reed valve at the top allowing water to enter the HydraSleeve only during active sample retrieval.
- 2) A reusable, stainless steel weight attached with a clip to the bottom of the sleeve. The weight is used to carry the sample sleeve down the well to the specified depth (usually the bottom of the well screen). An optional top weight is also available to compress the sleeve in wells with short well screens.
- 3) A tether line attached to a spring clip at the top of the sample sleeve to deploy the device within the well and later retrieve it for sample collection.
- 4) A discharge tube is supplied with the device, which is used to puncture the wall of the sleeve after it is recovered to allow direct filling of sample bottles.

Deployment

Upon retrieval, the HydraSleeve is designed to effectively collect a "core" of water from within the well screen, which is equivalent in length and diameter to the sample sleeve. The upward motion opens the valve at the top, which then allows the device to fill with water. The Hydrasleeve should be installed with the top of the sample sleeve as close to the desired sample interval as possible. This will allow the sampler to fill and the check valve to close before the top of the device is pulled past the top of the sample interval.

To assemble and deploy the HydraSleeve:

- 1) Remove the Hydrasleeve from its package and hold it by the top, pinching the top at the holes.
- 2) Attach the spring clip and tether in the holes.
- 3) Slide the clip and bottom weight assembly into the holes at the bottom of the sleeve.
- 4) Lower the Hydrasleeve by the tether to the bottom or to the specified depth and secure the tether at the wellhead (Note: do not pull the HydraSleeve upward at any time during deployment, as this could cause the check valve to open and water to fill the sleeve inadvertently).

Sample Collection

Although the HydraSleeve only displaces approximately 100 milliliters (ml) of water during deployment, the well should be allowed to stabilize prior to sample collection so that natural flow conditions and contaminant distribution can return to equilibrium conditions. In certain jurisdictions, regulatory directives may prescribe a minimum equilibration period. When used for periodic monitoring programs, such as quarterly or semi-annual sampling, the HydraSleeve can be installed and remain in the well until the next sampling event, thus providing ample time for the well to equilibrate.

To collect a sample:

- 1) Be sure the tether is secured to the top of the well.
- 2) In one smooth motion, pull the tether upward at a rate of approximately 1 foot per second. The weight of the sampler will be felt when the valve closes. Continue pulling upward until the HydraSleeve is clear of the well.
- 3) Discard the water trapped at the top of the HydraSleeve above the reed valve.
- 4) Hold the HydraSleeve at the reed valve, and puncture the sleeve with the discharge tube just below the reed valve.
- 5) Decant the water into sample containers.
- 6) Discard the HydraSleeve as solid waste and process the excess water through activated carbon prior to discharge to the ground surface.

The weight and clips should be decontaminated prior to deploying a replacement HydraSleeve in the well. Tethers can be dedicated to individual wells or decontaminated and reused.

3.6 *Methodology for Sub-LNAPL Sampling*

The following section describes the methodology used for obtaining groundwater samples from the water column beneath LNAPL. Wells for sub-LNAPL sampling are not purged of three well volumes prior to sampling. This will prevent the potential of drawing LNAPL into the sample and to be representative of steady-state groundwater conditions beneath the LNAPL.

The following data will be reviewed for each well in order determine the appropriate equipment necessary:

- Well construction log showing diameter and total depth of the well;
- Approximate depth to LNAPL; and
- Approximate depth to static water.

A list of equipment for sub-LNAPL sampling is presented below:

- Field book or field computer for recording site data;
- Optical oil/water interface probe with a graduated measuring tape to 0.01 foot accuracy;
- Keys and tools to provide well access;
- Peristaltic pump;
- Polyethylene tubing specifications of 0.25-inch outer diameter x 0.17-inch inner diameter is preferable as this small diameter assists in achieving lower flow rates;
- Silicone tubing of appropriate diameter to operate peristaltic pump;
- Polyvinyl chloride (PVC) drop tube (1.5-inch or other appropriate diameter);
- PVC rod (0.5-inch or other appropriate diameter);
- PVC end cap for drop tube;
- Tether for end cap;
- Clamps for securing drop tube to well casing;
- Appropriate sample containers and labels;

- Decontamination supplies;
- Blank chain-of-custody forms; and
- Cooler and ice for sample preservation.

The following sequence of procedures will be implemented for the collection of sub-LNAPL groundwater samples.

- 1) Determine LNAPL Thickness: Use an optical oil/water interface probe with a graduated measuring tape to 0.01 foot accuracy to collect depth to LNAPL and depth to water measurements.
- 2) Installing Sampling Equipment: Deploy a 1.5-inch (or other appropriate diameter) PVC pipe (drop tube), with an attached end cap, through the LNAPL layer in the well. The end cap should be tethered to the drop tube so it is not lost in the well when removed and in a way that allows the drop tube to be sealed during installation. Lower the drop tube until the bottom of the tube is approximately two feet into the water column below the bottom of the LNAPL. Secure the drop tube to the well, and allow the system to equilibrate, approximately one half hour. The end cap is then removed by inserting a 0.5-inch (or other appropriate diameter) PVC rod into the drop tube and pushing on the cap until the lid is removed. The cap will be removed along with the tube upon completion of sampling.
- 3) Collection of Groundwater Samples: Lower polyethylene tubing through the 1.5-inch drop tube into the water column. Connect the polyethylene tubing to silicon tubing and engage the peristaltic pump for groundwater retrieval. Set the flow rate to the lowest pumping rate that can be sustained so that the LNAPL is not drawn into the tubing. Begin collecting groundwater in the sample container and continue until enough volume is obtained for all bottleware required by the laboratory for the requested analyses.

3.7 *Decontamination Requirements*

Of particular significance to the procedures of groundwater measurement and sampling is the limitation, whenever possible, of materials inserted into a well bore and, even more importantly, of materials transferred from well to well.

Many items can be discarded between well sampling and/or gauging locations without significantly impacting project costs. Dedicated sampling equipment which can be discarded

between well sampling locations, will be used whenever possible to preclude decontamination requirements. Sampling equipment included in this category are polyethylene bailers, bailer cord, nitrile gloves, and sampling tubing. However, other monitoring and sampling equipment, such as oil/water interface probes and submersible sampling pumps, must be reused from well to well.

All site equipment to be used in multiple locations (non-dedicated) for gauging and/or sampling of groundwater will be decontaminated immediately prior to initial use and between uses at each location according to the following steps:

- Remove particulates with a sorbent pad or towel and/or initial rinse with clean potable tap water;
- Wash equipment with clean sponge, soft cloth, or scrub brush as necessary in a solution of tap water/laboratory grade detergent (Alconox[®], Liquinox[®], or equivalent);
- Rinse with tap water;
- Rinse with deionized or distilled water; and
- Air dry for as long as possible.

Rinse water generated during decontamination procedures will be treated onsite by passing the water through a bucket filled with activated carbon prior to disposal.

3.8 Documentation

All site activities and conditions at the time of purging and groundwater sampling should be recorded by field personnel in a field computer via the EDGE application or, if necessary, a field book may be used. The entry shall include the date, time, weather conditions, location (well name), personnel present onsite, PID readings, sampling methodology, purge rate, purge volume, and the aforementioned groundwater indicator parameters. A field qualifier "SL" shall be applied to each sub-LNAPL sample entry to denote sample collection as sub-LNAPL. Additional comments or observations (e.g., well damage, nearby pumping, LNAPL sheen) should also be recorded.

4.0 SOIL SAMPLING & WELL INSTALLATION PROCEDURES

4.1 *Site Controls*

Prior to hand augering, hydroexcavation, utilizing a backhoe, or deploying any drilling apparatus to the site, an underground utility line protection request must be made (i.e., Pennsylvania One Call) for mark-out of known subsurface utilities and associated laterals proximal to the drilling location. Site plans, if available, should be reviewed to document and avoid the location of onsite utilities.

After review of all known mapped and marked utilities, a site reconnaissance will be performed to document the location of utility meters and storm sewer drains. In addition, the location of overhead utilities must be documented. After completing the subsurface and overhead utility review, the area to drill may be considered clear of utilities, or the location may be adjusted to a nearby location, which must also be cleared.

Lastly, any drilling activities must be preceded by clearing of the borehole, prior to advancement of augers or split spoons. To ensure the safety of workers, the borehole will be cleared by hand, hydroexcavator, or backhoe to a depth of approximately 8 feet below ground surface.

4.2 *Potential Hazards*

Traffic, pinch points, chemical (airborne and physical contact), and biological are all likely hazards to be encountered during soil sampling and well installation, as well as slip/trip/fall potential. Drilling is considered a high risk activity which requires facility approval prior to implementation. Additional hazards are identified in the site-specific HASP and/or the daily JSA.

4.3 *Materials and Equipment Necessary for Task Completion*

A list of equipment required to oversee test boring advancement and, where applicable, sample soil is presented below. Also listed are materials necessary to store, label, preserve, and transport soil samples.

- Current site map detailing well locations;
- Field computer and/or field book for recording site data;

- Appropriate, laboratory prepared sample containers and labels;
- PID;
- Single-use, disposable plastic scoops or stainless steel scoop for collecting soil samples;
- Single-use, disposable, laboratory-supplied syringes for soil sample collection (if applicable);
- Scale for weighing samples (e.g., methanol kits, if necessary);
- Disposable nitrile sampling gloves;
- Measuring tape (for measuring core recovery);
- Munsell soil color chart/book (recommended);
- Decontamination equipment (if applicable);
- Blank chain-of-custody forms; and
- Cooler(s) and ice for sample preservation.

4.4 Decontamination Requirements

All down-hole drilling equipment must be steam cleaned prior to drilling at each soil boring or well location. All soil sampling equipment must be cleaned with detergent and rinsed with deionized or distilled water prior to deployment into the borehole. All well construction materials (i.e. PVC well casing, PVC well screen, sand pack, bentonite) should be clean and dedicated to each borehole.

4.5 Methodology for Soil Boring Installation

4.5.1. Borehole Advancement

During test drilling activities, a borehole is advanced into the subsurface via a rotary or direct-push drilling technique. Various types of drilling methods could be deployed at these facilities to advance the borehole and gain access to the subsurface for characterization and sampling. A description of the most commonly utilized drilling methods is included below:

4.5.1.1 Hollow Stem Auger

A hollow, steel pipe (available diameters vary) with welded, exterior steel “flights” is used to convey subsurface material to the surface when rotated clockwise. A bit at the bottom of the lead auger cuts into the subsurface material, and the rotation conveys the loosened material (cuttings) up the flights, allowing the hole to be advanced (cuttings may not always return to the surface, such as when drilling in soft, saturated materials). The hollow center of the auger allows the driller to access the subsurface for soil sample collection and, where applicable, well installation during borehole advancement. During borehole advancement, a center stem of steel rods connected to an auger plug prevent soil cuttings from entering the drill column. Once a desired drilling depth is reached, the center plug and rods can be pulled out, leaving the auger stem in place to prevent borehole collapse. A split-spoon sampler can be threaded onto the rods in place of the plug and driven via a hammer to obtain a sample (Standard Penetration Test), or if terminal depth has been reached a monitoring well could be installed through the augers.

4.5.1.2 Air and Mud Rotary

Rotary drilling methods are similar to hollow stem auger drilling, however specialized drilling bits at the bottom of rods are used to cut into the subsurface material using compressed air, vibration, and/or pressurized drilling mud. Compressed air or mud is forced through the drilling rods via an air compressor or pump, and escapes through small holes in the drill bit. The circulation of drilling mud, or air combined with introduced water or formation water, conveys the soil cuttings to the surface (while also cooling the drilling bit and preventing borehole collapse).

4.5.1.3 Geoprobe®

A direct-push drilling method, Geoprobe® sampling utilizes a hydraulic hammer to drive steel rods into the subsurface for soil sampling. This method advances a core barrel lined with a plastic Macro-Core® sleeve into the soil column for continuous soil core collection.

4.5.1.4 Hand Auger

A stainless steel or aluminum hand auger is physically advanced to a desired soil sampling depth through rotation of the auger and head.

4.5.2 Soil Sampling

Soil samples will be obtained for lithologic logging and where appropriate, for laboratory analysis with one of three different sampling devices: Split barrel spoon sampler, hand auger, or Geoprobe® soil sampler. For either method, the sampling devices are lowered through the hollow-stem augers or open borehole to allow sampling of undisturbed sediments below the bit or drive shoe. Soil samples will be collected at regular intervals for subsurface characterization and selection of appropriate well screen interval(s). Soils which appear to be visually impacted or from intervals which exhibit the highest deflections on the screening device (PID or similar) will be sampled for laboratory analysis in accordance with an approved sampling plan.

4.5.2.1. Split barrel spoon sampler (split spoon)

The split spoon sampler will be driven into the soil column in accordance with ASTM Standard Method D1586 (Reference A6, Appendix E). Soil sampling by split spoon is characterized by drilling a borehole with a hollow-stem auger to the desired sampling depth (the standard calls for one sample per five foot depth interval). The split spoon sampler is attached to the drilling rods after removal of the auger plug. The drill operator will drive the sampler into the undisturbed soil by repeatedly striking the drilling rods with a 140 pound safety hammer over a 30 inch drop. Field personnel will record the number of blows required to drive the split spoon sampler for each successive six-inch interval. After the sampler has been filled, the driller will remove the rods and sampler from the borehole and should provide the intact sampler to field personnel for opening (the drive shoe and head can be loosened). Field personnel should split the spoon, scan with PID, measure sample recovery, thoroughly describe the soil lithology, note visual observations and odors, note degree of saturation, and where applicable collect soil sample(s) utilizing a stainless steel or disposable scoop. An approved, retractable knife may be used to trim the top and edges of the sample, and once prepared the sample should be containerized in appropriate sample containers.

4.5.2.2. Geoprobe®

The Geoprobe® operator will advance the drilling rods into the subsurface using a truck or track-mounted drill with a hydraulic hammer. A dedicated Geoprobe® Macro-Core® liner is

inserted into the core barrel to collect continuous core samples, usually one per 4 foot interval. The Geoprobe® operator will remove the soil filled liner from the core barrel, cut the liner, and provide field personnel with the intact cores. After retrieval of the sample, the liner may be removed by field personnel and the soil core should be scanned with a PID and logged, including documentation of core recovery, soil lithology, visual observations and odors, and degree of saturation. Where applicable, field staff should remove the soil sample utilizing a stainless steel or disposable scoop and containerize in an appropriate sample container.

4.5.2.3. Hand Auger

The self-powered hand auger allows for soil from the desired interval to be collected directly through removal of the soil sample that is collected in the auger head for every six inches of advancement.

4.6 *Methodology for Leaded Tank Bottoms Soil Sampling*

Leaded tank bottom material is described as containing materials distinguished by distinctive rust/red to black, metallic, mostly oxidized scale materials, sometimes in a matrix of petroleum wax sludge. The approach for identifying leaded tank bottom materials is summarized below:

- If materials are encountered within the previously designated leaded tank bottom areas, matching the physical description given above for leaded tank bottoms, then samples should be collected for lead analysis.
- If total lead results are above the site-specific standard (SSS) for lead of 2,240 milligrams per kilogram (mg/kg) then samples should be analyzed for lead via Toxicity Characteristic Leaching Procedure (TCLP), EPA Test Method 1311.
- Delineated areas that exhibit soils that physically resemble leaded tank bottoms, exhibit lead concentrations greater than 2,240 mg/kg, and exceed 5 milligrams per liter (mg/l) for lead in the TCLP leachate (which is characteristically hazardous for lead) will retain the leaded tank bottom designation. If no soils are encountered that meet all three of these criteria, then the area will no longer be classified as a leaded tank bottom area.

4.7 Methodology for Monitoring Well or Recovery Well Installation

4.7.1 Well Construction

After drilling to a desired terminal depth via any of the drilling methods referenced above, permanent monitoring wells can be installed to allow access to groundwater for future monitoring and groundwater sampling. In general, monitoring wells are constructed of pipe with a slotted interval(s) (screen) through which groundwater can flow into the well from a desired water-bearing stratum. In most cases, PVC materials are utilized for monitoring well construction.

- For applications where LNAPL thickness measurement is necessary, the screened interval should extend above the presumed highest groundwater level.
- For applications where the shallowest groundwater interval is to be monitored (e.g., water-table aquifer), a single well casing is installed.
- For applications where multiple water bearing strata will be penetrated and where deep groundwater conditions are selected for monitoring, a double-cased well may be installed to prevent the vertical migration of contaminants to the deeper water bearing zone from shallower zone(s).

Each well construction type and considerations for field staff regarding how many casings are needed have been provided below.

4.7.1.1 Single Casing Construction

The most commonly installed monitoring well at the facilities have single casings and are constructed of PVC. To determine the length of screen used, seasonal groundwater table or tidal fluctuations should be considered to allow the water table to intercept the well screen throughout the year. Field personnel should advise the driller on the required well diameter, total well depth, screen interval, screen length, and slot size based on available subsurface information prior to drilling. Once the borehole is completed and the drilling crew has been advised on the desired construction, the drilling crew will thread the well screen onto an end cap at the wellhead and will lower the well into the borehole, adding lengths of casing until the terminal depth is reached.

While the well is held near the center of the borehole, the annular space between the well screen and formation is carefully backfilled with a sand filter pack, which consists of clean,

sorted quartz sand sized to the formation grain size (typically #1 or #2 sand). The sand pack establishes continuity with the formation and acts as a filter to prevent soil from entering the well (the well screen slot size should be sized according to the formation median grain size to mitigate sediment intrusion, however is most commonly available from suppliers as 0.01 or 0.02-inch diameter slot size).

The sand pack should extend one to two feet above the top of well screen, and care must be taken by the driller to not bridge the sand or overshoot the top of sand target depth (particularly when installing wells through the auger stem). Above the sand pack, a seal (grout) is installed in the annular space between the well casing and the soil. The seal is comprised of hydrated bentonite, sometimes amended with pellets or a grout consisting of hydrated Portland cement, bentonite powder, or a blend of the two. A conventional grout blend is 95% Portland cement and 5% bentonite powder. The purpose of the seal is to prevent surface water from infiltrating the well screen. It is installed from the top of the sand to one to two feet below ground surface.

In circumstances where the top of well sand terminates below the water table (e.g., deeper groundwater or submerged screen), grout should be mixed into a slurry at the ground surface and pumped via tremmie pipe or hose to prevent bridging. Above the well seal, the annular space can be backfilled with granular bentonite or concrete. A cement cap or well pad is placed at the surface to further mitigate potential infiltration of surface water. A locking, steel protective casing (stand pipe) or a locking, flush-mounted curb box should be installed to protect the well.

4.7.1.2 Double Casing Construction

Construction of a double cased well is similar to that of a single case well; however, to prevent groundwater infiltration from shallower water bearing zones, a second casing is installed through a surface casing. This type of construction requires drilling two different diameter boreholes.

During drilling through the shallower groundwater bearing zone(s), a larger diameter borehole is drilled and should be sized according to the desired well and/or outer casing diameter. This may require reaming of the borehole depending on the conditions and

drilling equipment. An outer (surface) casing is installed and the annulus is grouted. After the outer casing is installed and the grout has set, the borehole is advanced through the surface casing with a smaller diameter drill stem and bit. When the desired terminal depth is reached, a monitoring well is installed through the inner casing using the above-referenced single casing construction procedure (the annular space between the outer and inner casings above the well filter sand should be pressure grouted).

4.7.2 Handling of Soil Cuttings

Soil cuttings generated during drilling will be containerized or stockpiled on plastic until sampling and analytical data can be obtained. Soil cutting final placement (onsite soil reuse or offsite disposal) will be performed in accordance with Pennsylvania Department of Environmental Protection (PADEP) approved onsite soil reuse plans for each facility.

4.7.3 Well Development

After installation, monitoring wells will be developed to remove residual soil from within the well and filter media and to establish communication between the well and formation. Pump and surge methodology, either through use of a ditch pump or air compressor connected to black polyethylene pipe and surge block, should be utilized to successively agitate relatively clear groundwater from the well. Surging should begin from the bottom of the screened interval and continue iteratively to the top of the well screen in approximately 2 to 4-foot intervals (i.e., pump and surge each 2 to 4 foot interval of well screen several times until relatively clear discharge water is maintained, then move up to the next screen interval until all of the screen has been developed).

Alternately, a submersible pump may be used to pump water from the screened interval of shallow wells, with the screen of the well surged to evacuate silt that remains in the sand pack. The well should be alternately surged and purged until groundwater flowing from the well appears relatively free of sediments. A vacuum truck may be used for development for wells that contains product. Well development water should be managed/treated in accordance with the site-specific work plan.

4.8 *Documentation*

All site activities and conditions at the time of soil sampling, well installation, and well development should be recorded by field personnel in a field computer via the EDGE application or, if necessary, a field book may be used. The entry shall include the date, time, weather conditions, location (well or boring name), personnel present onsite, and the aforementioned lithologic data and well construction information. The entry shall include detailed data required to create representative soil boring lithologic logs and well as-built logs (if a well is constructed). This data should include but not be limited to soil type, soil texture (e.g., USCS), soil color, relative moisture content, depth of apparent water table, PID readings, blow counts (if split spoon samples are collected), sample recovery, total depth of borehole, length of well screen, length of well casing, sand pack interval, filter sand size, grout materials used, well seal interval, and all well construction materials. Notes should also include well development pumping rate, duration, and observations. Additional comments or observations should also be recorded, as appropriate.

5.0 LIGHT NON-AQUEOUS PHASE LIQUID (LNAPL) SAMPLING PROCEDURES

5.1 *Potential Hazards*

Traffic, pinch points, chemical (airborne and physical contact), and biological are all likely hazards to be encountered during LNAPL sampling, as well as slip/trip/fall potential. Additional hazards may be mentioned in the site-specific HASP and/or the daily JSA. If significant amounts of LNAPL are being handled, a Tyvek suit should also be worn.

5.2 *Materials and Equipment Necessary for Task Completion*

A list of equipment required to sample LNAPL from a monitoring well is presented below:

- Current site map detailing well locations;
- Field book or field computer for recording site data;
- Optical oil/water interface probe with a graduated measuring tape to 0.01 foot accuracy;
- Keys and tools to provide well access;
- Appropriate sample containers and labels. LNAPL samples will be collected in laboratory provided glassware with appropriate preservative, if applicable. A minimum of 10 ml is required for most laboratory analyses. In the case that sufficient volume is not obtained, a swabbing technique (described below) could be used;
- Sorbent pads (required for swabbing technique);
- Stainless steel or clear bottom-loading or top-loading bailer, depending on product thickness;
- Clean nylon or polypropylene bailer cord;
- Decontamination supplies;
- Blank chain-of-custody forms; and
- Cooler and ice for sample preservation.

5.3 *Decontamination Requirements*

During LNAPL sampling activities, dedicated sampling equipment (i.e., clear bailers, nitrile gloves, and bailer cord) may be utilized; thereby, minimizing decontamination requirements. However, a stainless steel bailer may be used and decontaminated between LNAPL sampling locations. The optical oil/water interface probe with a graduated measuring tape to 0.01 foot accuracy used to record the presence or absence and approximate thickness of LNAPL prior to sampling also requires decontamination between sampling locations. Decontamination procedures are detailed in Section 1.5.

5.4 *Sampling Procedure*

Immediately prior to sampling, each monitoring well should be gauged to obtain liquid levels (i.e., depth to LNAPL and depth to water) for estimation of current LNAPL thickness. Refer to Section 3.0 for appropriate well gauging procedures. Liquid level data should be recorded in a field book or field computer through the EDGE application or, if necessary, a field book.

LNAPL sampling may be performed via two different methods, based upon the LNAPL thickness/availability at the time of sampling: direct sample or swabbing. As indicated above, a minimum LNAPL volume of 10 mL is typically required by the analytical laboratory for most LNAPL characterization.

The following sequence of procedures will be implemented for the collection of LNAPL samples from monitoring wells:

- 1) A clean work area will be established so that sampling equipment will not come in contact with the ground surface or any other potentially contaminated surfaces near the wellhead.
- 2) A pre-cleaned stainless steel bailer or dedicated disposable bailer will be used for each well.
- 3) A new pair of nitrile gloves will be worn during sampling and replaced for each well.
- 4) Based on the gauged depth to LNAPL, an appropriate length of dedicated nylon or polypropylene cord will be tied to the sampling bailer.
- 5) An appropriately sized (i.e., 40 ml glass vial with plastic cap fitted with Teflon[®] lined septum) laboratory-provided sample container will be used to containerize the LNAPL sample.

- 6) The sampling bailer will be slowly lowered into the well until the liquid level is encountered. Once encountered, the sampling bailer should be lowered into the standing liquid column to a depth of approximately 1 foot, or other appropriate depth based on product thickness.
- 7) The bailer should be retrieved at a steady rate to avoid excess agitation.
- 8) The bailed sample should be visually evaluated for the presence or absence of LNAPL. If sufficient LNAPL volume is present (>10 ml), a direct sample of the LNAPL will be collected into the laboratory vial. If less than 10 ml of LNAPL is apparent, a sorbent pad may be used to absorb the LNAPL from the surface of the groundwater sample and the swab placed in the laboratory vial. The site-specific work plan should dictate whether a swab sample should be analyzed, or if the well should be monitored at a later date for re-sampling.
- 9) Labels will be completed and attached to the sample vials, indicating the sample collector's name, date, time, and location of sample; record same data in field computer or field notebook.
- 10) Store samples in a secure location until possession is transferred to the laboratory.
- 11) Nitrile gloves, bailer, bailer cord, and any other trash will be disposed of as solid waste.

5.5 *Documentation*

All site activities and conditions at the time of sampling should be recorded by field personnel in a field computer via the EDGE application or, if necessary, a field book may be used. The entry shall include the date, time, weather conditions, location (well name), personnel present onsite, and the aforementioned well gauging parameters. Additional comments or observations (e.g., color or apparent viscosity of LNAPL) should be recorded.

6.0 INDOOR AND AMBIENT AIR SAMPLING PROCEDURES

In preparation for indoor and/or ambient air sampling, appropriate facility personnel should be notified of intended sampling prior to mobilization. The purpose of this would be to confirm that there are not any non-routine activities occurring in the building, such as painting of indoor walls, which would cause incidental contamination of the samples.

6.1 *Materials and Equipment Necessary for Task Completion*

A list of equipment required to collect indoor and/or ambient air samples is presented below:

- Field data book or field computer for recording site data;
- Laboratory certified Summa canisters (standard size is 6 liters);
- Flow controllers (standard duration is 8-hours) with integrated vacuum gauge;
- Equipment for elevating sample intake height (examples: extended sampling inlets, zip ties to attach units to fencing, tables, etc);
- Camera; and
- Blank chain-of-custody forms.

6.2 *Precautions to Avoid Incidental Contamination*

EPA Method TO-15 is the most common method used for analysis of air samples at these sites. This method is highly sensitive to trace concentrations of volatile organic compounds (VOCs). To avoid incidental contamination:

- Do not wear cologne or fragrance on day of sampling;
- Do not use hand sanitizers or lotions;
- Do not store canisters near containers of gasoline, or any fuel; and
- Make sure there are no sources of VOCs in the vehicle used to transport the canisters.

6.3 *Sampling Procedure*

- 1) Set Up Summa Canister. Inlets of the flow controllers are to be placed in the breathing zone, approximately 4 to 6 feet above the ground surface. Elevate Summa canisters using appropriate materials available onsite or use laboratory-provided extended inlets (approximately 3 ft long sampling canes). Indoor air samples should be representative of air

in the buildings and should be placed away from obvious ventilation to outdoor air or sources of VOCs. Securely attach flow controller and extended sampling inlet if applicable.

- 2) Start Air Sample Collection. Open the valve. Document the initial vacuum (should be between approximately -30 inHg and -26 inHg) and the start time of the test. If the vacuum is significantly outside of the range or has a high rate of change, consider using an alternate canister or flow controller as there may be leakage.
- 3) Monitoring Summa Condition During Sampling Period. Several times during the sampling period, verify that the Summa is in good condition and that the vacuum is decreasing at an appropriate rate several times during the sampling period. An example of a reasonable frequency would be every two hours during an 8-hour event. During these checks, record the time, remaining vacuum, and canister condition. If necessary, obtain a permit to operate a camera, and take at least one photo of each sampling location.
- 4) Completing Air Sample Collection. Near the end of the sampling period, monitor the gauge more frequently. The sample collection should be stopped when the gauge reads approximately -5 inHg. At this point, close the canister valve. Record the sample end time and sample end vacuum. Ensure that the canister is labeled with the sample ID. Remove all of the attached equipment from the canister. Pack the canisters, flow controller wrapped in bubble wrap, chain of custody (additional information in the following section), and any other laboratory provided equipment back into the original packaging.

6.4 Documentation

All site activities and conditions at the time of air sampling should be recorded by field personnel. The entry shall include the date, time, weather conditions (including wind direction and start/end barometric pressure), sample locations and IDs, and personnel present onsite. Any observation that could influence the level of VOCs in the samples should be noted.

7.0 SURFACE WATER SAMPLING PROCEDURES

7.1 Field Procedures for Surface Water Sampling

7.1.1 General

Surface water sampling is performed to obtain samples for surface water bodies that are representative of existing surface water conditions. Surface water sampling (or gauging) within 3 feet of a bulkhead at certain facilities will require field personnel to wear a life vest.

Surface water sampling locations for surface water quality and groundwater interaction studies are selected based on the following:

- 1) Study objectives
- 2) Location of point surface discharges
- 3) Non-point source discharges and tributaries
- 4) Presence of structures (e.g., bridge, dam)
- 5) Accessibility

During surface water sampling it is important to obtain samples that are not impacted by the re-suspension of sediment produced because of improper or poor surface water sampling techniques.

7.1.2 Surface Water Sample Location Selection

Prior to conducting surface water sampling activities, the first requirement is the consideration and development of surface water sampling locations. It is important that all surface water sampling locations be selected in accordance with the work plan.

Wading for surface water samples increases the chances of disturbance of sediments from the floor of the surface water body. When wading for surface water samples be aware of potential safety and health risks. A life vest and safety line must be worn at all times where footing is unstable or when sampling in fast moving or more than 3 feet (0.9 m) deep. A two-person team is required for most surface water sampling activities. If the site conditions require the use of the life vest and safety line, the two people involved in the sampling must be competent swimmers.

Surface water samples must be collected with no suspended sediments. Surface water samples are collected commencing with the furthest downstream location to avoid sediment interference with upstream locations.

7.1.2.1 Rivers, Streams, and Creeks

Surface water samples are generally collected in areas of surface water bodies that are representative of the surface water body conditions. Representative surface water samples will usually be collected in sections of surface water bodies that have a uniform cross section and flow rate. Mixing is influenced by turbulence and water velocity, therefore the selection of surface water sampling locations immediately downstream of a riffle area (i.e., fast flow zone) will ensure good vertical mixing. These locations are also likely areas for deposition of sediment since this occurs in areas of decreased flow velocity.

Surface water sampling locations should not be established in areas near point source discharges. Surface water sampling of these source discharge points can be performed to assess the impact of these source areas on overall surface water quality. Sample tributaries as close to the mouth as possible. It is important to select surface water sample locations considering the impact downstream, including tributary flow and sediment.

In all instances, properly document all surface water sampling locations. Documentation may include photographs and tie-ins to known structures.

7.1.2.2. Sampling Equipment and Techniques

When collecting surface water samples, direct dipping of the sample container into the stream or water is acceptable unless the sample container contains preservatives. If preserved, a pre-cleaned unpreserved sample container should be used to collect the surface water sample. The surface water sample is then transferred to the appropriate preserved sample container. When collecting surface water samples, submerge the inverted bottle to the desired sample depth and tilt the opening of the sample container upstream to fill. During surface water sample collection, wading or movement may cause sediment deposits to be re-suspended and can result in biased samples. Wading is acceptable if the stream has a noticeable current and the samples are collected directly in

the sample container when faced upstream. If the stream is too deep to wade in or if addition samples must be collected at various depths, additional sampling equipment will be required. Surface water samples should be collected about 6 inches (15 cm) below the surface, with the sample bottles being completely submerged. Taking the surface water sample at this depth eliminates the collection of floating debris in the sample container.

Surface water sample collection where the flow depth is less than 1 inch (<2.5 cm) requires the use of special equipment to eliminate sediment disturbance. Surface water sampling may be conducted with a container then transferred to the appropriate sample container, or collection may be performed using a peristaltic pump. A small excavation in the stream bed to create a sump for sample collection can also be considered but should be prepared in advance to allow all the sediment to settle prior to surface water sampling activities.

Teflon™ bailers can be used for surface water sampling if it is not necessary to collect surface water samples at specific depths. A bottom loading bailer with a check ball is sufficient. When the bailer is lowered through the water, the water is continually displaced through the bailer until the desired depth is reached. The bailer is retrieved and the check ball prohibits the release of the collected surface water sample. Bailers are not suitable in surface water bodies with strong currents, or where depth-specific sampling is required. For discrete and specified depth surface water sampling, and the parameters to be monitored do not require a Teflon™ coated sampling device, a standard Kemmerer or Van Dorn sampler can be used. The Kemmerer sampler is a brass cylinder with rubber stoppers that leave the sampler ends open while the sampler is being lowered. The sampler is lowered in a vertical position to allow water to pass through. The Van Dorn sampler is plastic and is lowered in a horizontal position. For both samplers, a messenger is sent down a rope when the sampler has reached the required depth. The messenger causes the stopper on the sampler to close. The sampler is then retrieved and the surface water sample can be collected through a valve. DO sample bottles can be filled by allowing overflow using a rubber tube attached to the valve. During depth-specific surface water sampling, take care not to disturb bottom sediments.

Glass beakers or stainless steel cups may also be used to collect surface water samples if

parameter interference does not occur. The beaker or cup must be rinsed at least three times with the surface water sample prior to sample collection.

All equipment must be thoroughly decontaminated.

7.1.2.3 Field Notes for Surface Water Sampling

Record daily surface sampling activities, describe surface water sampling locations, sampling techniques, and, if applicable, provide a description of photographs taken. Visual observations are important and provide valuable information when interpreting surface water quality results. Observations include:

- 1) Weather conditions
- 2) Stream flow directions
- 3) Stream physical conditions (width, depth, etc.)
- 4) Tributaries
- 5) Effluent discharges
- 6) Impoundments
- 7) Bridges
- 8) Railway trestles
- 9) Oil sheens
- 10) Odors
- 11) Buried debris
- 12) Vegetation
- 13) Algae
- 14) Fish and other aquatic life
- 15) Surrounding industrial areas

The following factors should be considered for surface water sampling:

- 1) **Predominant Surrounding Land Use:** Observe the prevalent land use type in the vicinity and note any other land uses in the area which, although not dominant, may potentially affect surface water quality.

- 2) Local Watershed Erosion: Note the existing or potential erosion of soil in the local watershed and its movement into the stream. Erosion can be rated through visual observation of watershed stream characteristics including increases or decreases in turbidity.
- 3) Local Watershed Non-Point Source Pollution: This refers to problems or potential problems other than erosion and sedimentation. Nonpoint source pollution can be diffuse agricultural and urban runoff. Other factors may include feed lots, wetlands, septic systems, dams, impoundments, and mine seepage.
- 4) Estimated Stream Width: The estimated distance from shore at a transect representative of the stream width in the area.
- 5) Estimated Stream Depth: Riffle (rocky area), run (steady flow area), and pool (still area). Estimate the vertical distance from the water surface to the bottom of the surface water body at a representative depth at three locations.
- 6) High Water Mark: Estimate the vertical distance from the bank of the surface water body to the peak overflow level, as indicated by debris hanging in bank or flood plain vegetation, and deposition of silt. In instances where bank flow is rare, high water marks may not be evident.
- 7) Velocity: Record or measure the stream velocity in a representative run area.
- 8) Dam Present: Indicate the presence or absence of a dam upstream or downstream of the surface water sampling location. If a dam is present, include specific information detailing the alteration of the surface water flow.
- 9) Channelized: Indicate if the area surrounding the surface water sampling location is channelized.
- 10) Canopy Cover: Note the general proportion of open to shaded areas which best describes the amount of cover at the surface water sampling location.

7.2 *References*

For additional information pertaining to surface water sampling, the user of this manual may reference the following:

ASTM D5358 Practice for Sampling with a Dipper or Pond Sampler

ASTM D4489 Practices for Sampling of Waterborne Oils

ASTM D3325 Practice for the Preservation of Waterborne Oil Samples

ASTM D4841 Practice for Estimation of Holding Time for Water Samples Containing Organic and Inorganic Constituents

ASTM D4411 Guide for Sampling Fluvial Sediment in Motion

ASTM D4823 Guide for Core-Sampling Submerged, Unconsolidated Sediments

ASTM D3213 Practice for Handling, Storing, and Preparing Soft Undisturbed Marine Soil

ASTM D3976 Practice for Preparation of Sediment Samples for Chemical Analysis

ASTM E1391 Guide for Collection, Storage, Characterization, and Manipulation of Sediments for Toxicological Testing

ASTM D4581 Guide for Measurement of Morphologic Characteristics of Surface Water Bodies

ASTM D5906 Guide for Measuring Horizontal Positioning During Measurements of Surface Water Depths

ASTM D5073 Practice for Depth Measurement of surface water

8.0 SEDIMENT SAMPLING PROCEDURES

8.1 Introduction

Sediment sampling is conducted to obtain samples that are representative of existing chemical and/or physical conditions of sediment.

8.2 Equipment Decontamination

On environmental sites, sediment sampling equipment (e.g., split spoons, trowel, spoons, shovels, bowls, dredges, corers, scoops) are typically cleaned as follows:

- 1) Wash with clean potable water and laboratory detergent, using a brush as necessary to remove particulates.
- 2) Rinse with tap water.
- 3) Rinse with deionized water.
- 4) Air dry for as long as possible.

Additional or different decontamination procedures may be necessary if sampling for some parameters, including VOCs and metals.

8.3 Sample Site Selection

Before any sampling is conducted, the first requirement is to consider suitable sampling locations. Sampling locations should be selected in accordance with the work plan. Wading for sediment samples in lagoons, lakes, ponds, and slow-moving rivers and streams must be done with caution since bottom deposits are easily disturbed. Sampling must only be attempted where safe conditions exist and samples must be collected from undisturbed sediments. All sediment samples are to be collected commencing with the most downstream sample to avoid sediment interference with other downstream samples. A life vest and safety line should be worn in all cases where footing is unstable or where water is fast moving or over 3 feet (0.85 m) in depth. A second person may also be required for most of the sampling scenarios.

8.3.1. Rivers, Streams, and Creeks

Sediment samples may be collected along a cross-section of a river or stream in order to adequately characterize the bed material, or from specific sediment deposits as described in the work plan. A common procedure is to sample at quarter points along the cross-section of the sampling site selected. Samples may be composited as described in the work plan. Samples of dissimilar composition (e.g., grain size, organic content) should not be combined.

Representative samples can usually be collected in portions of the surface water body that have a uniform cross-section and flow rate. Since mixing is influenced by turbulence and water velocity, the selection of a site immediately downstream of a riffle area (e.g., fast flow zone) are likely areas for deposition of sediment since the greatest deposition occurs where stream velocity slows.

A site that is clear of immediate point sources (e.g., tributaries and industrial and municipal effluents) is preferred for the collection of sediment samples unless the sampling is being performed to assess these sources.

8.4 *Sampling Equipment and Techniques*

8.4.1. General

Any equipment or sampling technique(s) [e.g., stainless steel, polyvinyl chloride (PVC)] used to collect a sample is acceptable so long as it provides a sample which is representative of the area being sampled and is consistent with the work plan.

8.4.2. Sediment Sampling Equipment and Techniques

A variety of methods may be used to collect sediment samples from a stream, river, or lake bed. Dredging (Peterson, Ponar, Van Veen), coring and scooping are acceptable sediment sample collection techniques. Precautions shall be taken to ensure that a representative sample of the targeted sediment is collected. Caution should be exercised when wading in shallow water so as not to disturb the area to be sampled. Samplers should be selected based on the interval to be sampled, type of sediment/sludge (silt, sand, gravel), and required sample volume. More than one sampler is often required to implement a sampling program at a site. The following

describes some of these methods. Manufacturer's information should be consulted to determine the limitations of each type of sampling equipment.

8.4.3 Dredging

The Peterson dredge is best used for rocky bottoms, in very deep water, or when the stream velocity is rapid. The dredge should be lowered slowly as it approaches the bottom, so as to not disturb the lighter sediments.

The Ponar dredge is similar to the Peterson dredge in size and weight. The Ponar dredge is a "clam-shell" type unit that closes on contact with the river/lake bottom. Depending on the size of the unit, a winch is required for larger units, whereas smaller units are available for lowering by a hand line. Once retrieved, the unit is opened and the sample extracted using a sample scoop or spoon. The unit has been modified by the addition of side plates and a screen on top of the sample compartment. This permits water to pass through the sampler as it descends.

The Ponar grab sampler functions by the use of a spring-latch-messenger arrangement. The sampler is lowered to the bottom of the water body by means of a rope, then the messenger is sent down to trip the latch causing the sampler to close on the sediments. The sampler is then raised slowly to minimize the disturbance of the lighter sediments. Sediment is then placed into a stainless steel bowl, homogenized, and placed into the appropriate sample container (if collecting for VOC parameters, fill the VOC jars before homogenization).

8.4.4. Corers

Core samplers are used to obtain vertical columns of sediment. Many types of coring devices are available, depending on the depth of water from which the sample is to be collected, the type of bottom material, and the length of core to be obtained. They vary from hand-push tubes to weight or gravity-driven devices to vibrating penetration devices.

Coring devices are useful in contaminant monitoring due to the minimal disturbance created during descent. The sample is withdrawn intact, allowing the removal of only those layers of interest. Core liners consisting of plastic or Teflon may also be added, thereby reducing the potential for sample contamination and maintaining a stratified sample. The samples may be shipped to the lab in the tubes in which they were collected. The disadvantage of coring devices

is that only a small sampling surface area and sample size is obtained, often necessitating repetitive sampling in order to collect the required amount of sediment for analysis. It is also often difficult to extract the sediment sample back out through the water column without losing the sample.

The core tube is pushed/driven into the sediment until only 4 inches (10 cm) or less of tube is above the sediment-water interface. When sampling hard or coarse sediments, a slight rotation of the tube while it is pushed will create greater penetration and reduce compaction. Cap the tube with a Teflon plug or a sheet of Teflon. The tube is then slowly withdrawn, keeping the sample in the tube. Before pulling the bottom part of the core above the water surface, it must be capped.

8.4.5 Scooping

The easiest way to collect a sediment sample is to scoop the sediment using a stainless steel spoon or scoop. This may be done by wading into the stream or pond and, while facing upstream (into the current), scooping the sample from along the bottom in an upstream direction. This method is only practical in very shallow water.

8.4.6 Mixing

Sediment samples collected for chemical analysis should be thoroughly mixed (except for VOCs) in a stainless steel bowl prior to placement in the appropriate sample container. Standard procedures exist for preparation of sediment samples (ASTM D3976). These should be followed or the laboratory informed of applicable procedures.

8.4.7 Air Monitoring

Prior to sediment/sludge sampling, measure the breathing space above the sample location with a PID, should the potential for volatiles be present, and use a hydrogen sulfide meter should hydrogen sulfide be present. Repeat these measurements during sampling. If either of these measurements exceed any of the air quality criteria established in the HASP, air purifying respirators (APRs) or supplied air systems will be required.

8.4.8 Sample Location Tie-In/Surveying

The recording of the sample locations and depth on the site plan is extremely important. This may be accomplished by manual measurement (i.e., swing ties), global positioning system (GPS) survey, or stadia methods. Manual measurements for each sample location should be tied into three permanent features (e.g., buildings, utility poles, hydrants). Diagrams with measurements should be included in the field book.

8.5 *Field Notes*

A bound field book is used to record daily activities, describe sampling locations and techniques, and describe photographs (if taken). Visual observations are important, as they may prove invaluable in interpreting water or sediment quality results. Observations shall include (as applicable) weather, stream flow conditions, stream physical conditions (width, depth, etc.), tributaries, effluent discharges, impoundments, bridges, railroad trestles, oil sheens, odors, buried debris, vegetation, algae, fish or other aquatic life, and surrounding industrial areas. The following observations should be considered:

- **Predominant Surrounding Land Use:** Observe the prevalent land use type in the vicinity (noting any other land uses in the area which, although not predominant, may potentially affect water quality).
- **Local Watershed Erosion:** The existing or potential erosion of soil within the local watershed (the portion of the watershed that drains directly into the stream) and its movement into a stream is noted. Erosion can be rated through visual observation of watershed and stream characteristics. (Note any turbidity observed during water quality assessment.)
- **Local Watershed Non-point Source Pollution:** This item refers to problems and potential problems other than siltation. Non-point source pollution is defined as diffuse agricultural and urban runoff (e.g., stormwater runoff). Other compromising factors in a watershed that may affect water quality are feedlots, wetlands, septic systems, dams and impoundments, and/or mine seepage.
- **Estimated Stream Width:** Estimate the distance from shore at a transect representative of the stream width in the area.

- **Estimated Stream Depth:** Riffle (rocky area), run (steady flow area), and pool (still area). Estimate the vertical distance from water surface to stream bottom at a representative depth at each of the three locations.
- **High Water Mark:** Estimate the vertical distance from the stream bank to the peak overflow level, as indicated by debris hanging in bank or floodplain vegetation, and deposition of silt or soil. In instances where bank overflow is rare, a high water mark may not be evident.
- **Velocity:** Record an estimate of stream velocity in a representative run area (see Section 12.0).
- **Dam Present:** Indicate the presence or absence of a dam upstream or downstream of the sampling station. If a dam is present, include specific information relating to alteration of flow.
- **Channelized:** Indicate whether the area around the sampling station is channelized.
- **Canopy Cover:** Note the general proportion of open to shaded area which best describes the amount of cover at the sampling station.
- **Sediment Odors:** Disturb sediment and note any odors described (or include any other odors not listed) which are associated with sediment in the area of the sampling station.
- **Sediment Oils:** Note the term which best describes the relative amount of any sediment oils observed in the sampling area.
- **Sediment Characteristics:** Note the grain size, color, consistency, layering, presence of biological organisms, man-made debris, etc. in accordance with standard ASTM soil description protocols.
- **Sediment Deposits:** Note those deposits described (or include any other deposits not listed) which are present in the sampling area. Also indicate whether the undersides of rocks not deeply embedded are black (which generally indicates low dissolved oxygen or anaerobic conditions).

8.6 *References*

For additional information pertaining to this topic, the user of this manual may reference the following:

ASTM D5358 Practice for Sampling with a Dipper or Pond Sampler

ASTM D4489 Practices for Sampling of Waterborne Oils

ASTM D3325 Practice for the Preservation of Waterborne Oil Samples

ASTM D4841 Practice for Estimation of Holding Time for Water Samples Containing Organic and Inorganic Constituents

ASTM D4416 Guide for Sampling Fluvial Sediment in Motion

ASTM D4823 Guide for Core-Sampling Submerged, Unconsolidated Sediments

ASTM D3213 Practice for Handling, Storing, and Preparing Soft Undisturbed Marine Soil

ASTM D3976 Practice for Preparation of Sediment Samples for Chemical Analysis

ASTM E1391 Guide for Collection, Storage, Characterization, and Manipulation of Sediments for Toxicological Testing

ASTM D4581 Guide for Measurement of Morphologic Characteristics of Surface Water Bodies

ASTM D5906 Guide for Measuring Horizontal Positioning During Measurements of Surface Water Depths

ASTM D5073 Practice for Depth Measurement of Surface Water

ASTM D5413 Test Methods for Measurement of Water Levels in Open-Water Bodies

9.0 SLUG TEST PROCEDURES

9.1 *Materials and Equipment Necessary for Task Completion*

Water level (data) logger capable of recording pressure and/or depth at sub-second time intervals (preferably a vented logger capable of advanced logging modes); vented, direct-read cable of sufficient length (with dessicant); interface tape/probe or water level meter; solid (mechanical) slug, pneumatic slug, or packer system [the introduction or removal of water is not recommended (e.g., bailer or bucket)]; 5 gallon bucket, traffic cones and/or barricades, deionized or distilled water and Alconox®; decontamination bucket and brush; and laptop computer or rugged reader.

9.2 *Decontamination Requirements*

Equipment utilized during slug testing must be thoroughly decontaminated with Alconox® and deionized/distilled water prior to and between uses at each test well to prevent cross contamination between wells. Any groundwater removed from the well during testing must be containerized and either treated and discharged to ground surface, or disposed of in an approved manner, preferably in a properly installed, onsite holding tank. If LNAPL is encountered/recovered, it should be containerized and properly disposed onsite. However, the preferred test initiation methods (solid and/or pneumatic slug) do not generate any groundwater.

9.3 *Methodology for Slug Testing*

Slug tests are utilized to provide in-situ estimations of hydraulic conductivity (k) in saturated media, most often in geologic formations that exhibit aquifer properties (low k media can also be tested with special consideration). Slug tests involve rapidly displacing the static water level in a well, and analyzing the well's rate and pattern of recovery back to near-static conditions. Falling head or slug-in tests involve analysis of displacement due to the addition of volume, and rising head or slug-out tests involve the analysis of displacement due to the removal of volume. Displacement is initiated using either a solid or pneumatic slug. Water level response is monitored immediately following the initial displacement and for the ensuing time period until the water level has returned to near-static level (generally within 5% of static). Water level response should be recorded using a water level (data) logger capable of recording pressure and/or depth at sub-second time intervals (preferably a vented logger). Logarithmic logging modes are preferred to shorten the data file while still providing high resolution data just after test initiation.

9.4 *Field Procedures*

- 1) Test Well Construction and Configuration - Well construction details are needed to perform slug test calculations and are important considerations when selecting appropriate wells for testing. Important as-built details include: total well depth, well screened interval(s), depth to (static) water, casing diameter, screen diameter, filter pack diameter, filter pack size, and filter pack interval. While these details should be documented on the well log, static water level and total well depth should be field-confirmed before the test. Of particular importance to the testing procedure is the relationship between static water level and well screened interval, and the degree of well development. Test results for poorly or insufficiently-developed wells may be strongly affected by drilling debris/disturbance in the formation that can create skin effects, lowering the apparent formation k . Analysis of testing data for wells screened across the water-table should consider drainage of the filter pack media. In addition, a pneumatic slug assembly should not be utilized unless the test well is screened below the water table and the water level remains above the screen throughout the test.
- 2) Test Setup and Initiation - Upon arrival, the test well should be gauged for static depth to water and total well depth so that the total water column length can be estimated. Well gauging data should be recorded in a rugged reader using an EDGE file, if available, or field form or book.
 - a. Solid Slug

The displacement volume of the slug is needed. It is suggested that the slug be prefabricated and calibrated for displacement volume prior to site use. Calculate the expected initial well displacement, using the slug volume and well casing radius, and deploy the data logger/cable to a depth just below that level while considering the slug length (to avoid conflict and tangling of the slug and transducer). Also consider the submergence depth limit of the data logger (usually indicated on the logger body). Generally, placing the data logger a foot or two below the bottom of the slug is good practice. Once submerged, allow the

data logger temperature to equilibrate with groundwater prior to initiating the test (up to 30 minutes).

While the data logger temperature equilibrates, secure the slug to an adequate length of disposable string or rope and hang in the well to a depth just above the water surface. Mark the string/rope to accommodate the slug length and tie off. Using the rugged reader or field computer, set up a new test (logarithmic mode or sub-second recording interval) in the data logger supplied software and start the test. Indicate in the file name the type of test and test number (e.g., rising or falling head; test 1 or 2). Once logging is initiated, quickly and smoothly lower the slug (slug-in or falling head test) to the submerged depth and tie off the string/rope (displacement should be instantaneous). Monitor the data logger data until the water level has returned to near-static level. Stop the falling head test.

Without moving the slug or data logger, set up a new test in the data logger supplied software with the same settings and indicate in the file name the type of test being performed (rising head or slug out). Start the test and once the data logger is running, instantaneously lift the slug and tie off the string/rope to its pre-test position (just above static). Monitor the data being recorded by the data logger and stop the test when the water level has returned to near-static.

b. Pneumatic Slug

If a high formation k is anticipated, solid slug removal is found to be too slow to capture well recovery, or to minimize equipment decontamination for wells with submerged screens, a pneumatic slug assembly should be utilized.

Open air release valve, secure pneumatic slug assembly to well casing and tighten coupling to provide an air tight seal. Insert the data logger/cable and deploy to the target submergence depth [it is generally best to keep the data logger shallow (~1-2 feet below static water level) and use small initial displacements to avoid dynamic recovery effects in high k formations]. Close the air release valve and attach the air pump or compressor. Pressurize the well and

use the pressure gauge to set initial displacement. Check for air leaks using a soapy water mixture and sprayer (assembly must be air tight). Allow the water level to return to static and remove the air pump. Using the rugged reader or field computer, set up a new test (logarithmic mode or sub-second recording interval) in the data logger supplied software and start the test. Indicate in the file name the type of test and test number (e.g., rising head; test number). Once logging is initiated, open the air release valve and monitor the test data. Stop the test when the water level has returned to near-static.

- 3) Test Monitoring and Guidelines - The following are general guidelines for slug testing performance as published by Midwest Geosciences Group in "Field Guide for Slug Testing and Data Analysis:"
- Conduct at least three or more tests per well and if possible conduct both rising and falling head test data.
 - Use two or more initial displacement values (2 slug sizes or air pressures applied) that vary by an order of magnitude or more.
 - Final slug test initial displacement should be nearly equivalent to the first test's displacement.
 - Allow tests to run until near-static conditions are achieved ($\pm 5\%$ of static)
 - Digital slug test data files collected with the data loggers and/or EDGE files should be backed up to either a thumb drive, corporate email server, and/or corporate file server immediately after collection.
- 4) Test Data Reduction and Processing - Prior to slug test analyses, digital data logger files should be normalized so that multiple tests conducted on the same test well can be compared for the assessment of test validity and well conditions. Reducing the data as follows:
- From each raw data file, estimate the time of test initiation and the head (depth or pressure) under static conditions.

- In each slug test data file, subtract the time of test initiation from the elapsed time and save to a new field (normalized time or test time; start of test should be time zero).
 - In each slug test data file, subtract the static pressure head from the test period pressure head values and save to a new field (deviation from static).
 - To normalize the deviation from static values, divide that field by the displacement expected based upon the slug volume or air pressure head applied.
 - Create a graphical plot of the normalized head data versus test time for each test performed on the test well. Review the data plots and confirm that the testing data for each repeat test roughly concur. Also confirm that the actual and expected initial displacements are nearly equal.
 - If repeat testing data and/or expected versus actual initial displacements vary widely, review well completion details and testing methods prior to performing further analysis (step 5 below) as the results may not be valid (e.g., the well screen interval may be poorly developed or fouled, the data logger may have moved or placed too deep in the well, slug was removed too slowly). The well may need to be retested.
- 5) Test Data Analysis - For the purposes of this standard operating procedural document, it is assumed that slug test analysis software will be used to apply standard solution methods to the testing data. Various computer programs are available, such as AQTESOLV Professional. Choose an appropriate test solution method by considering the following well configurations (in AQTESOLV, use the Solution Expert):
- a. Submerged Screen and/or Confined Aquifer Well - If the well screen fully penetrates the intersecting aquifer, utilize the Cooper et al. Model or Hvorslev Model and analyze the curve match and/or best fit. If well is partially penetrating a confined formation, utilize the KGS Model or Hvorslev Model. If well screen is submerged in an unconfined formation, utilize the KGS Model or Bouwer and Rice Model.

- b. Water-Table Intersects Well Screen - If the well screen is intersected by the water table, utilize the Bouwer and Rice Model (double straight line effect) or KGS Model.
- c. Rapid Well Recovery in High k Formations - If well response to displacement is extremely rapid and normalized head plots display an oscillatory or concave-downward form, utilize the Butler and Zhan Model (most comprehensive solution available) or High-k Hvorslev Model for confined wells, or the High-k Bouwer and Rice Model.

9.5 *Limitations*

In general, results of slug test data analyses provide an initial estimate of formation k and have a small scale of relevance (particularly in high k settings). Slug tests can be strongly affected by the degree of well development and can be used diagnostically to assess the degree of well development. In most cases, slug testing should be performed on several wells in an area of interest to develop an understanding of the formation characteristics (e.g., heterogeneous or homogeneous formations).

10.0 PUMP TEST PROCEDURES

10.1 Materials and Equipment Necessary for Task Completion

Water-level (data) loggers (transducers) capable of recording pressure and/or depth at sub-second time intervals (preferably a vented logger capable of advanced logging modes for at least the pumping well); vented, direct-read cables of sufficient length (with dessicant packs); interface tape/probe or water-level meter; well pump (preferably a submersible pump), drop pipe and layflat or comparable discharge line of sufficient length, totalizing flow meter (recommended) and 5 gallon bucket, stop watch, rain gauge or nearby weather station; materials needed to monitor surface water bodies near the test site (e.g., staff gauge, weir, stakes, data logger, camera with permission from refinery personnel); traffic cones and/or barricades, deionized or distilled water and Alconox®; decontamination bucket and brush; laptop computer or rugged reader; portable generator or other power supply appropriate for the submersible pump; and containment (e.g., frac tank) or activated carbon filtration for the temporary staging or filtering of discharge water.

10.2 Decontamination Requirements

Equipment utilized during pumping tests must be thoroughly decontaminated with Alconox® and deionized/distilled water prior to and between uses at each test well to prevent cross contamination between wells. Any groundwater removed from the tested well must be containerized and either treated (filtered as appropriate) and discharged to ground surface, or disposed of in an approved manner, preferably in a properly installed, onsite holding tank. If LNAPL is encountered/recovered, it should be containerized and properly disposed of on or off-site.

10.3 Methodology for Pump Testing

10.3.1 Pre-test Considerations

In general, pumping tests are performed to estimate large-scale in-situ hydraulic properties of water-bearing strata in the subsurface (i.e., transmissivity and storativity) and average out local-scale heterogeneity that can limit the applicability of smaller-scale testing methods, such as slug tests. The geographical area influenced by a pumping test will be determined by the hydraulic properties of the strata being tested (including hydraulic properties of other strata supplying recharge to the pumped formation), boundary conditions, and on the duration of the test.

Pumping tests are also commonly performed to generate drawdown data from which hydraulic boundary conditions, hydraulic flow regime (e.g., anisotropy), and aquifer type (i.e., unconfined or confined, leaky confined) may be estimated. Smaller-scale pumping tests may also be utilized to address pumping efficiency and/or signal to noise ratio (pumping rate) at the pumping well, or to assist in remedial system design. However at this scale, the assumptions of some data analysis methods may not be applicable and should be considered prior to testing.

Appropriate design of a pumping test should include review of site-specific information regarding the geology and hydrogeology of the test area. Pumping test design should also consider the goal(s) of the test (i.e., scale of application of derived aquifer properties, identification of boundary influences, sources of recharge, well efficiency). This should include review of available lithologic well logs or test boring logs, geologic maps, cross sections, structure contour maps, isopach maps, and any other available information so that a conceptual model relating geologic units to hydrostratigraphic units or water-bearing strata can be developed. Additional pre-test considerations should include identification of any potential positive or negative hydraulic barriers, tidal effects, and/or influence from other wells that may be pumping in the test area. Without sufficient knowledge of factors influencing water-levels and hydrology of the test area, test results could be misinterpreted.

Often times, budget considerations and/or time limitations will necessitate the use of an existing monitoring well as the pumping well and/or existing wells as observation points. While this is generally acceptable, the wells must be screened appropriately with respect to the goals of the test and knowledge of well construction is critical to applying test solutions. Wells should also be redeveloped prior to testing if they are relatively old or if records of sufficient well development at the time of installation are not readily available.

Pumping tests can be divided into two general classifications: step-drawdown tests and constant rate tests. Step tests typically involve pumping a well at progressively higher rates or “steps” at intervals of one or two hours per step (typically up to 3 steps). They are often used to estimate the yield a well will sustain during a constant rate pumping test and to evaluate well efficiency (frictional head losses between the screen/gravel pack and the formation). Constant rate pumping tests are used primarily to evaluate hydraulic properties of water-bearing strata for design of groundwater treatment systems and/or water supply purposes (e.g., groundwater

allocation). Where budgets permit, the best pumping test approach is to first perform a step-drawdown test on the pumping well to evaluate well efficiency and sustainable yield (and to gauge whether or not the pumping well needs additional development), allow recovery to near-static conditions, and then initiate a constant rate test.

The test duration is subject to goals of the test and to budget considerations. Optimally, a constant rate test should be run until all drawdowns have stabilized or boundary conditions are identified, and gravity drainage effects are curtailed; however, this is seldom practical due to time limitations. In most instances, an 8 hour constant rate test will be adequate, and a 24 hour test will be sufficient for higher sensitivity sites. Occasionally a 72 hour pumping test is warranted, though this is usually reserved for large scale water supply work. If there are any unexplained water level anomalies observed toward the scheduled end of a test, the test should be continued if at all possible.

The approximate test flow rate needs to be determined in advance for proper pump and discharge design selection, and sizing of discharge containment. If it is not appropriate to perform a step test, sustainable yield can be estimated from slug test data or a brief (<30 minutes) pumping episode the day before the actual test. Generally, it is best to pump the test well at a rate that maximizes the signal to noise ratio (a higher pumping rate does not influence test scale and should not be used as a means to shorten the test duration).

If testing must be performed in an area where contamination is known to be present, careful consideration of the impacts of the test scale should be considered prior to testing so that the spread of subsurface contamination is not increased. If floating product (LNAPL) is present at or near the pumping well, drawdown should be limited so as to not impact uncontaminated soils below the static water table (i.e., create a "smear" zone or allow for the significant migration of free-phase product). Discharge water must be either 1) treated prior to discharge or 2) containerized for on or off-site disposal. If it is to be discharged directly on-site and allowed to infiltrate, it must be routed sufficiently far enough from the test area as to avoid any artificial recharge effects. All appropriate withdrawal and discharge permits must be obtained and complied with. If discharge water is to be treated on-site, proper contaminant loading calculations for the test flow rate, approximate contaminant loading and test duration must be performed in advance to insure treatment is sufficient. Any on-site treatment should also

include at least one discharge effluent sample analysis by an approved laboratory to document treatment effectiveness.

10.3.2 Pre-Test Water Level Monitoring

Water-level conditions in the test area should be monitored for at least one week prior to initiation of testing to identify background trends and factors influencing groundwater levels in the test area. Data loggers should be deployed in all wells to be utilized in the pumping test and set to record depth or pressure at a resolution that is high enough to identify any potential trends (generally a 15 minute recording interval is sufficient for background monitoring). A manual water level should be measured with a water-level meter or interface probe and referenced to the top of casing mark to calibrate the data logger data at the time of deployment and at sufficient intervals throughout the recording period to validate the data and provide backup data in the event that a data logger was to fail.

Ideally, groundwater levels should be static prior to starting a pumping test so that pumping influences alone can be readily evaluated. Any significant precipitation events within the previous several days (documented through use of a site rain gauge or nearby weather station) will usually result in noticeable water level changes. If there are any major water level changes observed that cannot be explained prior to testing, additional investigation into possible area influences (e.g., local well pumping or construction de-watering) should be conducted.

10.3.3 Pumping Test Set Up

Prior to starting the test, all well measuring points (i.e. top of casing) should be clearly marked and preferably surveyed to the nearest 0.01 feet in elevation. The horizontal distance between all wells utilized should be measured and illustrated on a base map. If there are any surface water bodies in the vicinity, a staff gauge (or similar measuring device) should be set up and surveyed to evaluate possible test influences on water levels or stream flow.

The preferred pump to be used for a pumping test is a submersible centrifugal pump powered by either existing site power or a portable generator. These pumps are not explosion proof, so a conductivity probe must be tied into the pump controls to alleviate any possibility of product coming into contact with the pump (if product is anticipated). If the test pump is designed to pump total fluids (e.g. air operated double diaphragm pump, jack pump, etc.) discharge must

either be containerized, or treatment must include an oil/water separator to handle any floating product. The submersible pump should be set deep enough to maintain flow during the test period or at a maximum of just above the screened interval, using a handling line to support the pump's weight [**NOTE:** extreme care must be taken that the power cord is neither bearing any of the pumps weight, nor damaged during installation due to the potential for severe electric shock]. A check valve (or two check valves) should be installed above the pump in the discharge line to prevent backflow into the well after testing.

Discharge piping from the pump should include a flow meter (preferably with totalizer), followed by a flow adjustment valve. The flow meter should be installed in a straight section of hard piping of sufficient length to avoid meter distortion caused by turbulence (typically about 10 pipe diameters on either side of the meter). In low-flow pumping tests, flow rate can be calculated by measuring the exact time required to fill a known-sized container (bucket and stop watch) several times throughout the testing period. The bucket and stop watch method of estimating flow should also be used to back up and check the flow meter data.

Precise and frequent water-level measurements (to the nearest 0.01 feet) and time denotations before, during, and after pumping tests are critical to achieving accurate test results. In terms of prioritization, data loggers should be utilized in at least the pumping well and observation wells closest to the pumping well. Wells further from the pumping well may be manually monitored, due to the reduced likelihood that early-time drawdown will be critical at distal locations. Back-up manual measurements should be collected at least hourly during the first 8 hours of the test, and then at least every 3 hours, to verify data logger measurements. Readings from the transducers are not completely reliable until they have been submerged for at least 30 minutes (sensor equilibration period). All field personnel should have watches with a second hand, and they should all be calibrated to the same time. Liquid level measurements should be obtained using an optical oil/water interface probe with a graduated measuring tape to 0.01 foot accuracy for those wells with floating product. For wells without product, a water-level meter may be sufficient. All non-dedicated probes must be properly decontaminated after each level reading to prevent any possibility of cross- contamination between wells.

Data loggers should be deployed in each selected well to a depth that will maintain submergence through the test period. Data loggers selected should be capable of being

submerged to that anticipated depth (typically noted on the instrument body). The transducer cable should be secured at the wellhead (manufacturer supplied hangers, well caps, or electrical tape/cable ties) to minimize any movement of the sensor. Care must be taken that the transducer cable is not damaged from rough edges at the well head, and that no vehicles run over the cable. The data logger installed in the pumping well will need to be installed at a depth that will maintain submergence through the test, but also remain clear of the submersible pump (and pump noise if possible). In addition, wells with floating product may require an inner PVC stilling well surrounding the data logger cable to prevent damage from contact with the product. A stilling well may also eliminate the need for any water-level corrections for product thickness.

10.3.4 Running the Test

Once the data loggers have been deployed and secured, tests should be set up in each device and each device either started or “future” started to begin logging when the pump is turned on. The data logger in the pumping well should be set to logarithmic logging mode to capture sub-second data during the early portion of the test. If possible, the pump discharge control valve should be have been pre-set (based on the step test or mini pump test) to the desired flow rate prior to turning on the pump. However, depending on the test pumps performance curves, minor flow rate adjustments are generally needed during the first hour or two of the test to correct for the additional lift required by the pump due to increasing drawdown. In addition, movement of the discharge hose after the test has been started should be avoided, since any change in the elevation of the discharge will affect the pumping rate. All changes in flow rate should be recorded and time stamped.

A minimum of two field personnel are needed to run a pumping test, with additional personnel required for tests with multiple observations wells or additional complexity. One person should be designated to turn on the pump, monitor and adjust flow rate, maintain discharge and treatment, maintain the generator, etc. The second person should be responsible for data logger management and manual water-level measurements. As a rule of thumb regarding the frequency of manual well gauging, one measurement every half minute during the first 5 to 10 minutes, followed by one measurement every 3 to 5 minutes during the first hour, one measurement every 10 to 20 minutes for the second hour, and one hourly measurement thereafter is acceptable.

Throughout the test, data loggers should be downloaded in real time through use of direct-read, vented cables (or non-vented with a barometric logger for compensation) to monitor water-level conditions. It is essential that some data reduction be accomplished in the field, so that major water level trends are recognized during the test. At a minimum, drawdown trends from the pumping well and two of the nearest monitoring wells need to be semi-log plotted against time so that deviations indicative of boundary conditions can be discerned before pumping is ceased. This will allow decisions to be made about whether the test should run longer than planned.

Generally, water quality samples are collected during a pumping test for laboratory analysis of constituents of concern. These are generally collected after the first hour of pumping and just prior to pump shutdown. If the test is of more than 24 hours duration, it is advisable to collect additional samples during the testing period. All groundwater samples should be collected following Evergreen Field Procedures.

10.3.5 Post-test Recovery

At the conclusion of the test, water level recovery data should be collected until near-static conditions are re-established. This requires the installation of a check valve in the discharge line above the submersible pump to prevent backflow. The recovery data has the advantage in that there are no variations in the curve produced due to variations in pumping rate and is independent of test length. In water-table aquifers, however, the effects of formation de-watering can cause the recovery trends to be substantially different from drawdown trends. Consequently, recovery (residual drawdown) data should be used in conjunction with drawdown data where possible.

10.3.6 Data Analysis

The data collected during pumping tests are analyzed to estimate aquifer hydraulic properties, such as transmissivity, conductivity, and storage. Data collected by transducers must be downloaded and transformed (dimensionless drawdown or displacement from static) prior to analysis. Analysis typically involves curve matching of site data to type curves established in literature for particular flow regimes. Curve matching is commonly performed utilizing computer software, such as HydroSOLV's AQTESOLV program, along with diagnostic methods and derivative analysis to best estimate aquifer properties through identification of flow regimes and conditions.

It is noted that the mathematical solutions used in pumping test analysis include many assumptions that must be considered in the context of each test area (e.g., the formation is of uniform thickness and of infinite areal extent). In addition, some of the values incorporated into typical pumping test solutions are not actually measured, but are educated estimates (e.g., porosity based on lithology, etc.). Many problems associated with pumping test data evaluation are due to not recognizing, and/or correcting for, deviations from the theoretical solution employed. Some of the more common analytical errors occur due to: partial well penetration effects, formation de-watering effects, casing storage effects, poor pumping well efficiency and/or the application of incorrect equations or units. Consequently, a thorough understanding of the underlying assumptions inherent to the solution employed is required before the validity of the results can be trusted.